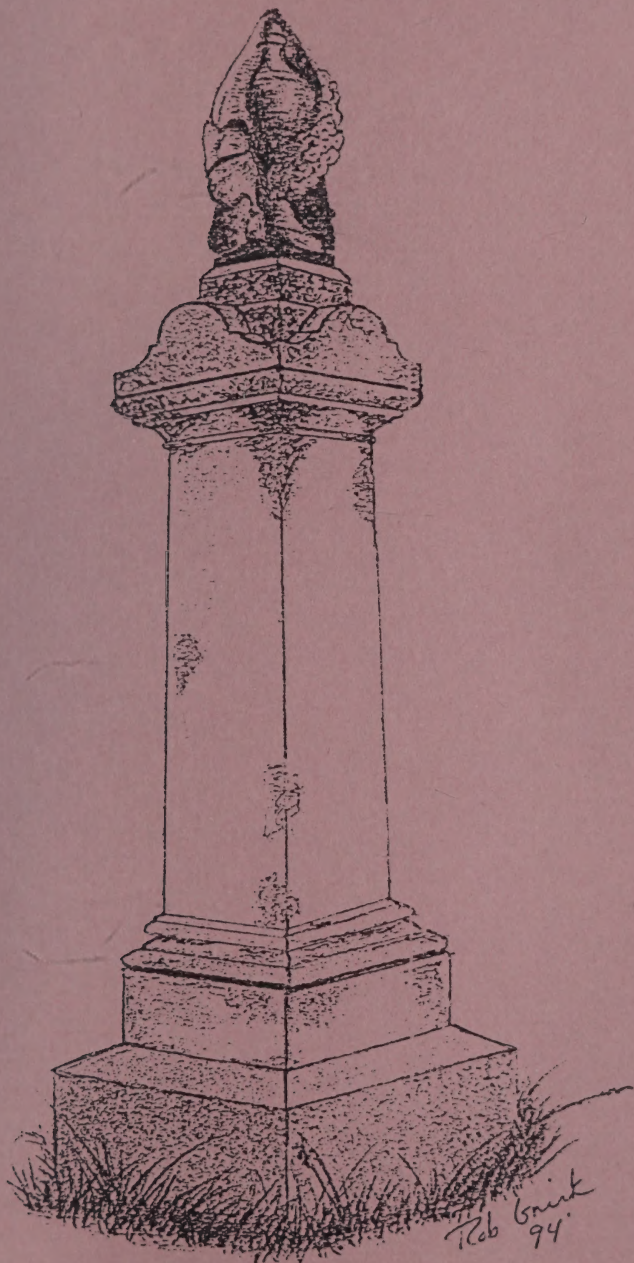


STRAFFORD COUNTY
New Hampshire
1994 ANNUAL REPORT

of the Commissioners, Treasurer,
Other County Officers
and the Strafford County Delegation



1994 ANNUAL REPORT

of the Commissioners, Treasurer,
Other County Officers
and the Strafford County Delegation

STRAFFORD COUNTY
New Hampshire

For the Year Ending
December 31, 1994

This Annual Report is Dedicated In

Memory of

The Forty-One Residents of The

Strafford County Almshouse / Asylum

Who Perished In The Fire of February, 1893

1893 - 1994

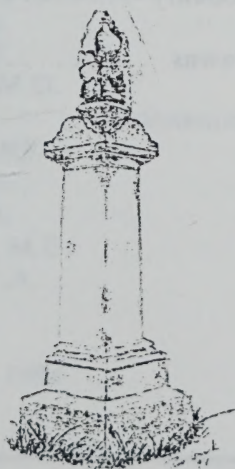
DEDICATION TO THE FORTY-ONE RESIDENTS OF THE COUNTY ASYLUM

The fire at the County Asylum in February of 1893 caused the deaths of 41 people, only 33 of whom could be identified. The fire was started by one of the residents who was given matches to light a cigarette (common practice in that era). Due to the lack of fire extinguishers (at that time, buckets of water were used), the fire spread quickly through the three story wooden structure, killing all but three of the forty-four residents. The "Keeper" was only able to unlock three of the cells before one the residents attacked him, knocking the keys from his hands. The building burned to the ground within a very short time.

As a result of this terrible disaster, sweeping changes were made in the State's safety standards, and there became more public awareness of the plight of the mentally ill. Strafford County instituted many fire and safety measures to ensure the welfare of those housed in the Alms House.

Since that time, Strafford County has continued its efforts to make the County Rest Home and House of Corrections leaders in the State for providing a safe, healthy, clean, therapeutic, educational, and caring atmosphere to all residents and inmates.

[Based on a by story R. Warren Pease, date unknown and from a report by Darlene Smith, Riverside Rest Home, 1993]



Cover: Artistic sketch by Robert Gnirk of Somersworth of the Strafford County Monument to those who perished.

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STRAFFORD COUNTY OFFICERS

1993 - 1994

COMMISSIONERS

| | |
|------------------------------|-----------------|
| George Maglaras, Chairman* | Dover, N.H. |
| Paul J. Dumont, V. Chairman* | Rochester, N.H. |
| Roland R. Roberge, Clerk** | Rochester, N.H. |

TREASURER

| | |
|--------------------|-------------|
| Charles C. Crocco* | Dover, N.H. |
|--------------------|-------------|

EXECUTIVE ASSISTANT

| | |
|------------------|-----------|
| Raymond F. Bower | Lee, N.H. |
|------------------|-----------|

COUNTY ATTORNEY

| | |
|---------------------|-------------------|
| Lincoln T. Soldati* | Somersworth, N.H. |
|---------------------|-------------------|

COUNTY SHERIFF

| | |
|--------------------|-----------------|
| Richard Cavanaugh* | Rochester, N.H. |
|--------------------|-----------------|

REGISTER OF DEEDS

| | |
|--------------|-------------|
| Leo Lessard* | Dover, N.H. |
|--------------|-------------|

REGISTER OF PROBATE

| | |
|--------------------|-------------|
| Kimberly S. Quint* | Dover, N.H. |
|--------------------|-------------|

JUDGE OF PROBATE

| | |
|---------------------|-----------------|
| Gary R. Cassavechia | Rochester, N.H. |
|---------------------|-----------------|

CLERK OF SUPERIOR COURT

| | |
|----------------|-------------|
| Donald Goodnow | Dover, N.H. |
|----------------|-------------|

NURSING HOME ADMINISTRATOR

| | |
|------------------|-----------|
| Raymond F. Bower | Lee, N.H. |
|------------------|-----------|

CORRECTIONS ADMINISTRATOR

| | |
|----------------|------------------|
| Robert LeClair | Farmington, N.H. |
|----------------|------------------|

HUMAN SERVICES DIRECTOR

| | |
|-------------------|---------------|
| Cheryl A. Moulton | Berwick, M.E. |
|-------------------|---------------|

MEDICAL REFEREE

| | |
|------------------------|-------------|
| Melvin Prostkoff, M.D. | Dover, N.H. |
|------------------------|-------------|

| | |
|-------------------|------------------------------|
| CHAPLAINS: | Ecumenical Services Provided |
|-------------------|------------------------------|

COUNTY PHYSICIANS

| | |
|------------------------|-------------------|
| Edwin Charle, M.D. | Somersworth, N.H. |
| Patrick Clary, M.D. | Somersworth, N.H. |
| Lawrence Sanders, M.D. | Dover, N.H. |
| Judy Santangelo, P.A. | Somersworth, N.H. |

**Elected Positions*

***Deceased August 7, 1994*

STRAFFORD COUNTY DELEGATION
1993 - 1994

George Brown
Julie Brown
Frank Callaghan*
Ronald Chagnon*
Clyde Douglass
Patricia Dunlap
Gary Gilmore
Patricia Hambrick*
Elaine Hashem
Roland Hemon
Dana Hilliard
Sandra Keans
William K. Kincaid*
William Knowles*
Suzanne Loder
Raymond Lundborn*
William H. McCann, Jr., Chairman*
Greg McGrath, Clerk*
Robert McKinley
Amanda Merrill
Deborah Merritt
George T. Musler
William Nehring
John O'Brien**
Donald Pageotte*
Arthur Pelletier
Marsha Pelletier
Rose Marie Rogers*
Clair Snyder
Barbara Spear
Henry Sullivan*
Ann Torr
Franklin Torr*
Ralph W. Torr
Francis Vincent*
Janet Wall*
Richard Wasson
Katherine Wells Wheeler*

Rochester, N.H.
Rochester, N.H.
Rochester, N.H.
Farmington, N.H.
Rochester, N.H.
Rochester, N.H.
Dover, N.H.
Lee, N.H.
Barrington, N.H.
Dover, N.H.
Somersworth, N.H.
Rochester, N.H.
Dover, N.H.
Dover, N.H.
Durham, N.H.
Rochester, N.H.
Dover, N.H.
Rochester, N.H.
Milton Mills, N.H.
Durham, N.H.
Durham, N.H.
Barrington, N.H.
New Durham, N.H.
Strafford, N.H.
Somersworth, N.H.
Dover, N.H.
Dover, N.H.
Rochester, N.H.
Somersworth, N.H.
Farmington, N.H.
Farmington, N.H.
Dover, N.H.
Dover, N.H.
Rochester, N.H.
Somersworth, N.H.
Madbury, N.H.
Rollinsford, N.H.
Durham, N.H.

*Denotes Executive Committee

**Deceased

*1994 ANNUAL REPORT OF THE
STRAFFORD COUNTY COMMISSIONERS*

The year 1994 was filled with triumph and tragedy for Strafford County. Triumphs included a stable tax rate, the return of \$871,494 in Medicaid enhancement funds to the Cities and town in Strafford County for property tax relief, all while maintaining the excellent County services Strafford County residents are accustomed to. The tragedy occurred on August 7, 1994 with the death of our colleague, Commissioner Roland R. Roberge, who perished in a fire at his summer camp in Milton. Commissioner Roberge's death was a great loss to all of Strafford County, who he had served for more than two decades, as County Commissioner, Mayor of Rochester, school board member, and member of numerous civic organizations.

In early 1994, in cooperation with Lee Bezanson, State of New Hampshire Director of Medicaid, Strafford County and the nine other counties in New Hampshire acquired over \$8,000,000 in "disproportionate share pool funds" (Medicaid funds) to compensate New Hampshire Counties for funds spent to subsidize their nursing home operations. Strafford County's share of \$871,494 is directly related to compensation for the large number of Riverside Rest Home residents who depend on the Medicaid system for payment of their nursing home stays. We recommended, and the Strafford County Legislative Delegation ratified our recommendation, to return the \$871,494 to the property taxpayers of Strafford County through the cities and towns.

During 1994, we (inclusive of Commissioner Roland R. Roberge), continued the process of evaluating the services Strafford County provides. Our biggest concern is lack of space at Riverside Rest Home. We desperately need an addition to our current facility to provide additional resident

space and to enhance the quality of life for our residents suffering from Alzheimers disease by providing space for activities. The space would also assist in filling the spiritual needs for our residents by creating an area for meditation and worship.

Currently, Riverside Rest Home has a long waiting list. The end product is a possible six month wait for admittance to the facility. This is partially due to the fact that at the present time, Riverside is the only nursing home in the area with a secure unit for people suffering from the advanced stages of Alzheimers disease. These residents tend to be hard to care for due to the behavioral effects of their terrible illness. The addition would create a "quiet room" where activities designed to have a calming, diversionary effect will take place. We have the staff available to carry out this task, but do not have the available space. This room would also double as a place for worship and meditation which would house the many religious services that are available to our residents.

The second floor of the addition will house three (3) two-person residents rooms. This will enable us to offer six (6) Strafford County residents placement opportunities immediately. One of the three rooms will also be equipped as a "negative pressure" room which will bring Riverside into compliance with new Center for Disease Control recommendations for the housing and treatment of residents with tuberculosis. These strains of tuberculosis are not responsive to antibiotic treatment. A cost analysis shows that Riverside will receive a revenue benefit from this addition.

During 1994, we exercised our option under the "leeway provision" of New Hampshire Nursing Home law to expand our bed capacity at Riverside. Utilizing existing space, we expanded the number of residents we care for from 205 to 209. This will enable us to care for several additional residents while we wait for additional beds to be available for Strafford County's elderly in need.

In the summer of 1994, we supported a plan to use a current unused portion of County land for the development of soccer fields. An agreement was finalized between the Strafford County Commissioners and the Dover Youth Soccer Association, which included indemnification for the County, insurance coverage for the County, and access to the field by all Strafford County communities. The work on the land will be accomplished without the expenditure of any County funds and any operating costs will be borne by the Soccer Association.

In Strafford County, almost ten percent (10%) of the amount we raise by taxes is used to pay for our share of costs for the board and care of children who have run afoul of the law, or who are in need of juvenile services. While we run several preventative programs, the majority of our efforts, and almost all expenditures, treat children who have serious problems. We strongly believe the use of County land for soccer fields can be another preventative program. Sports have been shown to provide activities which can defer inappropriate behavior. For these reasons, we believe County land should be available for this activity.

We are very pleased with the development of the program of services provided by the Coalition of Strafford County Visiting Nurse Association. Through this program, a subsidy will be available to assist Strafford County residents whose income is at or near the poverty level to help them afford homemaker services. The Coalition provides coverage in *every city and town* in Strafford County.

In September of 1994, Commissioner Paul Dumont, Strafford County Treasurer Charles Crocco, and Assistant Controller Bettie Trundy, were honored at the New Hampshire Association of Counties Annual Convention. Strafford County was also presented with a plaque in dedication to the memory of Commissioner Roland R. Roberge, who served the New Hampshire Association of Counties in many capacities for several years.

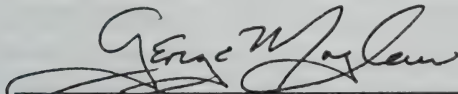
Commissioner Paul Dumont was presented with the Edna McKenna Public Service Award for his many years of service as a public servant. Commissioner Dumont served several years in the New Hampshire State Legislature, as Chairman of the Strafford County Legislative Delegation, and as Strafford County Commissioner for over twenty (20) years. He is a great supporter of County government and has dedicated many years toward the betterment of Strafford County.

County Treasurer Charles Crocco was presented with the County Treasurer of the Year award. Treasurer Crocco has served Strafford County as Treasurer since 1978. Charles Crocco is a totally dedicated public servant. He is at the County four to five days a week, even though the County Treasurer is a part-time position. Treasurer Crocco is aggressive in pursuing the best financial opportunities for Strafford County and is always checking investments and borrowing opportunities to ensure the County is getting the best deal possible. Treasurer Crocco has also served the City of Dover for over 48 years, working as purchasing agent, City Clerk, Ward Moderator, on the School Board, the Dover City Council, and as Mayor Pro-Tem, as well as being very active in the sports arena for the City.

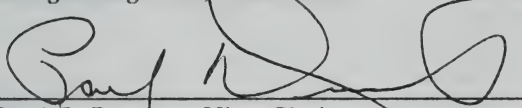
Strafford County was honored again with the presentation of the Employee of the Year award to Bettie K. Trundy, Assistant Controller. Mrs. Trundy has been a dedicated employee of Strafford County for the past eighteen (18) years. She supervises the payroll, payables, insurances and claims, and bookkeeping for the County. Her work ethics and abilities are valuable to Strafford County; she can always be counted on to do the "extras" above and beyond the call of duty. Bettie is involved in the Staff Appreciation Committee, the Joint Loss Safety Committee, and the Human Resource Committee for the New Hampshire Association of Counties, and is always ready and available to assist everyone. Mrs. Trundy's work ethics are an example for other employees to learn by.

We would like to take this opportunity to thank all of our County employees. Department Heads, Elected Officials, and the dedicated volunteers at the Jail, the Rest Home, and the Human Services Department for their continued service to the residents of Strafford County. Their loyalty and dedication help keep costs down and the level of service high.

Respectfully submitted,
BOARD OF COUNTY COMMISSIONERS



George Maglaras, Chairman



Paul J. Dumbont, Vice Chairman

Roland R. Roberge, Clerk

1994 TREASURER'S REPORT
AUDITORS RECOMMENDATIONS AND FINDINGS
Year Ended December 31, 1994

Status of Prior Year's Findings (1993): There were no findings in the year 1993.

Current Year's Findings: There are no current year findings.

David L. Connors & Co., P.C., Certified Public Accountants
1994 Strafford County General Purpose Financial Statements
as of December 31, 1994, Together with Auditor's Report
Including Single Audit Act

1994 STRAFFORD COUNTY ANNUAL REPORT

1994 APPROPRIATIONS

| <u>JUSTICE & ADMINISTRATION</u> | <u>1994 APPROPRIATION</u> |
|-------------------------------------|-------------------------------|
| Administration | \$165,059.00 |
| County Attorney | 424,993.00 |
| Drug Prosecutor Grant | 42,428.00 |
| Register of Deeds | 257,066.00 |
| Sheriff | 446,675.00 |
| Dispatch | 146,390.00 |
| Medical Examiner | 16,000.00 |
| J&A Maintenance | 268,718.00 |
| Human Services | 5,318,581.00 |
| Depart. of Corrections | 2,069,488.00 |
| Jail Industries Program Contracts | 9.00 |
| Jail Industries Program | 85,374.00 |
| Cooperative Extension | 137,162.00 |
| Soil Conservation Dist. | 23,000.00 |
| Interest Temporary Loan | 175,644.00 |
| Interest Bonded Debt-RRH | 90,618.00 |
| Principal Bond Debt-RRH | 223,438.00 |
| Interest Bonded Debt-J&A | 58,028.00 |
| Principal Bond Debt-J&A | 126,563.00 |
| Health Insurance-J&A | 508,890.00 |
| General Insurance-J&A | 111,674.00 |
| Community Action, Inc. | 40,000.00 |
| PreNatal/Family Planning | 32,000.00 |
| Southeastern N.H. Service Corp. | 12,000.00 |
| Meals on Wheels | 1.00 |
| Great Bay Training | 5,400.00 |
| Child Care Association | 25,000.00 |
| Seacoast Task Force (A Safe Place) | 21,000.00 |
| Strafford Hospice | 15,000.00 |
| Strafford Guidance Center | 5,000.00 |
| Victims, Inc. | 5,001.00 |
| Coalition of Strafford County | 70,000.00 |
| Dover Adult Learning Center | 20,000.00 |
| Community Action, Inc. Truck | 14,000.00 |
| County Convention | 4,000.00 |
| Contingency | 9,974.00 |
| Medicaid Refund | 1,742,988.00 |
| Capital Expense-J&A | <u>89,621.00</u> |
| TOTALS - J&A: | 12,806,783.00 |

1994 STRAFFORD COUNTY ANNUAL REPORT

1994 APPROPRIATIONS CONTINUED

| <u>RIVERSIDE REST HOME</u> | 1994 <u>APPROPRIATION</u> |
|-------------------------------|------------------------------|
| Administration | 504,817.00 |
| Purchasing | 61,156.00 |
| Dietary | 1,410,425.00 |
| Nursing | 3,847,218.00 |
| Resident Services | 84,460.00 |
| Facilities & Service | 613,172.00 |
| Laundry & Sewing | 282,495.00 |
| Housekeeping | 420,157.00 |
| Physician & Pharmacy | 92,767.00 |
| Staff Education | 58,430.00 |
| Physical Therapy | 182,566.00 |
| Activity & Volunteer | 185,242.00 |
| Social Services | 163,625.00 |
| Health Insurance | 1,226,536.00 |
| General Insurances | 25,480.00 |
| Capital Expenses-RRH | <u>163,121.00</u> |
| TOTALS - RRH: | 9,321,667.00 |
| TOTAL EXPENDITURES: | <u>22,128,450.00</u> |
| REVENUES: | 12,399,756.00 |
| PRIOR YEAR SURPLUS: | <u>380,000.00</u> |
| AMOUNT RAISED BY TAXATION: | 9,348,694.00 |

1994 STRAFFORD COUNTY ANNUAL REPORT

1994 ESTIMATED REVENUES

| | <u>1994 ESTIMATE</u> |
|-----------------------------------|----------------------|
| RRH | 8,555,865.00 |
| Register of Deeds | 510,000.00 |
| Sheriff-Deputy Fees | 150,000.00 |
| Leased Office Space | 381,930.00 |
| Leased Land | 2,440.00 |
| Accounting Service | 46,333.00 |
| Bailiff Reimbursement | 65,500.00 |
| Jail Industries Program Contracts | 2.00 |
| Human Service 5% Grant | 144,977.00 |
| Jail Income | 300,000.00 |
| Room & Board-Jail Indus. | 10,000.00 |
| Jail Industries Grant | 10,000.00 |
| Interest Earned | 98,657.00 |
| Drug Prosecutor Grant | 31,517.00 |
| Victim's Assistance Revenue | 2,500.00 |
| N.H. Job Training Counsel | 27,000.00 |
| Correctional Industries | 35,000.00 |
| Jail Laundry Contract | 10,000.00 |
| Employee Cont.-Health | 25,000.00 |
| Insurance Refunds | 67,960.00 |
| Miscellaneous Income | 50,000.00 |
| Dispatch Alarm System | 1,000.00 |
| Bond Proceeds | 122,100.00 |
| Medicaid Refund | 1,742,988.00 |
| State Sewer Grant - Courthouse | <u>8,987.00</u> |
| TOTALS: | 12,399,756.00 |

1994 STRAFFORD COUNTY ANNUAL REPORT

1994 FINANCIAL REPORT OF STRAFFORD COUNTY COMBINED BALANCE SHEET Year Ending December 31, 1994

ASSETS

| | |
|--|-------------------|
| Cash and Temporary Investments | 1,054,357.00 |
| Accounts Receivable and Accrued Revenues | 462,418.00 |
| Due From Other Funds | 978,584.00 |
| Inventories | 66,475.00 |
| Prepaid Expenses | 59,599.00 |
| Property, Plant, Equipment | 12,547,951.00 |
| State Sewer Aid Grant Receivable | 150,362.00 |
| Amount Provided for Retirement of Long-Term Debt and Other Obligation | <u>816,938.00</u> |

TOTAL ASSETS: 16,136,684.00

LIABILITIES

| | |
|---------------------------------------|---------------------|
| Accounts Payable and Accrued Expenses | 226,571.00 |
| Accrual for Compensated Absences | 328,789.00 |
| Capital Lease Payable | 57,403.00 |
| Deferred Revenue | 609.00 |
| Unexpended Balance 5% Grant | 87,122.00 |
| Due to Other Funds | 978,584.00 |
| Due to Other Governments | 1,369,687.00 |
| Due to Specific Individuals | 134,119.00 |
| General Obligation Bonds Payable | <u>2,215,000.00</u> |

TOTAL LIABILITIES: 5,397,884.00

FUND EQUITY

| | |
|------------------------------------|---------------------|
| Contributed Capital: | |
| Investment in General Fixed Assets | 8,773,384.00 |
| Fund Balances: | |
| Designated for Capital Projects | 140,050.00 |
| Reserve for Prepaid Expenditures | 59,599.00 |
| Undesignated | <u>1,765,767.00</u> |

TOTAL FUND EQUITY: 10,738,800.00

TOTAL LIABILITIES & FUND EQUITY: 16,136,684.00

1994 STRAFFORD COUNTY ANNUAL REPORT

1994 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

| | |
|-------------------------------|---------------------|
| Fund Balance, 01/01/94 | 816,764.00 |
| Receipts through 12/31/94 | 11,278,359.00 |
| Expenses Year Ending 12/31/94 | (10,874,211.00) |
| Operating Transfers Out | <u>(629,796.00)</u> |
| Fund Balance, 12/31/94 | 591,116.00 |

STATEMENT OF OUTSTANDING DEBT Year Ending December 31, 1994

| <u>Date of Issue & Maturity</u> | <u>1994 Principal Payment</u> | <u>Balance 12/31/94</u> |
|-------------------------------------|-------------------------------|-------------------------|
| 1973-1993 Justice & Admin. Bdlg | Paid | 0.00 |
| 1977-1997 Riverside Rest Home | 130,000.00 | 390,000.00 |
| 1983-1993 Jail | Paid | 0.00 |
| 1989-1998 Alms House Rehab./Roof | | |
| Repair | 75,000.00 | 285,000.50 |
| 1989-2000 Alms House/Jail/Riverside | | |
| Renovations | 85,000.00 | 510,000.00 |
| 1992-2012 Sewer Project | <u>60,000.00</u> | <u>1,030,000.00</u> |
| TOTAL OUTSTANDING DEBT: | 350,000.00 | 2,215,000.50 |

1994 COUNTY TAX APPORTIONMENT

| <u>City/Town</u> | <u>Proportion of Tax</u> | <u>Amount of Tax</u> |
|---------------------------|--------------------------|----------------------|
| Barrington | 7.1794730% | 671,187.00 |
| Dover | 25.9148720% | 2,422,702.00 |
| Durham | 8.7653095% | 819,442.00 |
| Farmington | 4.0214134% | 375,950.00 |
| Lee | 4.0070207% | 374,604.00 |
| Madbury | 1.6502260% | 154,275.00 |
| Middleton | 1.4348763% | 134,142.00 |
| Milton | 3.9002232% | 364,620.00 |
| New Durham | 3.9124189% | 365,760.00 |
| Rochester | 22.6020273% | 2,112,994.00 |
| Rollinsford | 2.7215224% | 254,427.00 |
| Somersworth | 9.6812756% | 905,073.00 |
| Strafford | <u>4.2093417%</u> | <u>393,518.00</u> |
| TOTAL RAISED BY TAXATION: | 100.0000000% | 9,348,694.00 |

All taxes due Strafford County from Cities and Towns were paid by December 17, 1994.

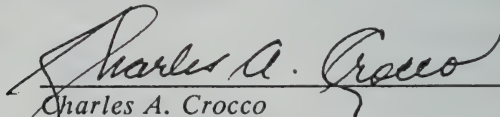
1994 TREASURER'S STATEMENT

The County has a two year agreement with 1st NH Bank on a Sweeps Program that is earning a greater interest rate for the County than similar investments. Even with this advantage, the County still seeks even better interest by checking monthly all avenues of investment from other sources. Each month 1st NH Bank sends the County a chart listing the various interest rates which can be earned by any and all other means than through them.

In addition, 1st NH Bank has been keeping \$5,000,000 in the Federal Reserve to cover any losses in the event the Bank fails. This is at no cost to the County. These monies cannot be touched without first obtaining County directive. We are also covered by the F.D.I.C. insurance in the amount of \$100,000.

Results from investments in 1994 were better than those in 1993. Cash flow figures are reviewed on a weekly basis. Invoices offering discounts for timely payments are carefully watched for in order to take advantage of these savings.

Respectfully submitted,



Charles A. Crocco
Strafford County Treasurer

*1994 ANNUAL REPORT OF THE
RIVERSIDE REST HOME ADMINISTRATOR*

For Riverside Rest Home, 1994 was a year of new challenges. Responding to increased demands for resident admissions, we maximized the use of available space and expanded our bed capacity from 205 to 209. We immediately filled these four (4) new beds.

Plans are being developed for expansion of Riverside Rest Home to accommodate six (6) additional residents. Riverside Rest Home is a 215-bed nursing facility established to care for the medically frail and elderly of Strafford County. Almost all of our residents are financially destitute due to the costs of medical care associated with their illness(es). As part of its operations, Riverside Rest Home manages a 42 bed unit dedicated to caring for people with Alzheimers disease and related disorders. Our facility has an excellent reputation for the care given by our caring, professional staff.

Approximately one year ago, the Commissioners, inclusive of Commissioner Roland R. Roberge, continued the process of evaluating the services Strafford County provides. Our biggest concern is lack of space at Riverside. We desperately need an addition to our current facility to provide additional resident space and to enhance the quality of life for our residents suffering from Alzheimers disease by providing space for activities. The space would also assist in filling the spiritual needs of our residents by creating an area for meditation and worship.

Currently, Riverside Rest Home has a long waiting list. The end product is a possible six month wait for admittance to the facility. This is partially due to the fact that at the present time, Riverside is the only nursing home in the area with a secure unit for people suffering from the advanced stages of Alzheimers disease. These residents tend to be hard to care for due to the behavioral effects of their terrible illness. The addition would create a "quiet room" where activities designed to have a calming, diversionary effect will take place. We have

the staff available to carry out this task, but do not have the available space. This room would also double as a place for worship and meditation which would house the many religious services that are available to our residents.

The second floor of the addition will house three (3) two-person resident rooms. This will enable us to offer six (6) Strafford County residents placement opportunities immediately. One of the three (3) rooms will also be equipped as a "negative pressure" room which will bring Riverside into compliance with new Center for Disease Control regulations for the housing and treatment of residents with tuberculosis. These strains of tuberculosis are not responsive to antibiotic treatment.

A cost analysis has shown that Riverside will receive a revenue benefit from this addition.

I am pleased to report that for the sixth year in a row, Riverside Rest Home is the recipient of a bonus from the Medicaid System for efficiency in administration and support services. In 1994, the bonus totalled \$28,676. This "efficiency incentive" documents our efforts to spend the bulk of funds at Riverside on resident care as opposed to administration and support services. We will continue to work hard so that this trend continues.

In May, we sponsored a week of events at Riverside to celebrate National Nursing Home week. Some of the events included: Staff and Resident Karaoke, Baby Contests, a Wedding game involving staff and resident couples, and New England Telephone Pioneer Party. Of special interest was the Family Dinner Party, which Riverside hosted for residents and their families. We were pleased to have the County Commissioners in attendance. As usual, this party was a great success and we are looking forward to repeating the activities in 1995.

The Senior Festival took place in August, involving four (4) other nursing homes enjoying games, music, and comraderie.

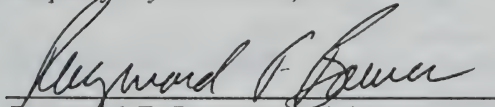
This event was a special feature on a Continental Cablevision Show.

Other activities held throughout the year included: A week's stay at Weir's Beach in Laconia which included boat rides each day; Wheel-A-Walk-A-Thon, held in cooperation with the University of New Hampshire; Aquarium Trip; Rochester Fair; and numerous shopping trips.

In March, 1994, the annual Medicaid survey took place at RRH. We are pleased to report that we received a deficiency-free survey report. This is especially significant as it marks the third year that Riverside Rest Home has had no deficiencies in patient care. I would like to thank the RRH staff for continuing the efforts which brought this about.

In closing, I would like to recognize the excellent senior staff of Riverside Rest Home, particularly Melody Jones, Director of Administrative Services, and Daralyn Stewart, R.N., Director of Nursing and Related Services, who have been very supportive during my tenure at Riverside. Further, I would like to thank the Strafford County Commissioners for providing guidance and support. With everyone's continued efforts, coupled with the support of the Strafford County Delegation, Riverside will continue to provide excellent care to the elderly of Strafford County.

Respectfully submitted,



Raymond F. Bower, Administrator
Riverside Rest Home

*1994 ANNUAL REPORT OF THE
STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS*

The year 1994 presented the Strafford County Department of Corrections with many accomplishments. All of the Correctional Officers have completed their twenty (20) hour in-service training and have been recertified. We are proud to report that as of June 1, 1994, the Department of Corrections transferred from Group I to Group II Retirement.

We continue our agreement with the Federal Bureau of Prisons to house "white collar inmates." However, the number of inmates being housed has decreased. We have focused our efforts toward the United States Marshals Office, the Immigration Service, and the New Hampshire State Prison to house their inmates at the Strafford County Department of Corrections.

Officer Training

The Sergeant/Correctional Officer Training for the Strafford County Department of Corrections consisted of:

- a. Cardio-Pulmonary Resuscitation (CPR)
- b. Work Industries
- c. Cap-Stun II
- d. Officer Professionalism
- e. Legal Issues
- f. Probation and Parole
- g. Disease Transmission
- h. Physical Fitness Tests
- i. Security Issues
- j. Strafford County Employee Assistance Program
- k. Non-Violent Crisis Intervention

In 1994, two (2) Officers graduated from the Correctional Officers Training Academy. Forty-two (22) Correctional Officers received twenty (20) hours of in-house training.

Programs Report

Strafford County had eighty-one (81) work release participants. Yearly revenue/room and board received was \$75,766.14. We had six (6) revocations and two (2) early releases.

Three (3) computer classes were held weekly, with an average of sixteen (16) students per week. There were two ten (10) week Decisions Classes held during 1994 and twenty-eight (28) graduated. The Planning Program had thirty-seven (37) students. This program has been expanded to include the Electronics portion of Computer Literacy. WE had thirty-four (34) inmates participate in the G.E.D. program, with thirteen (13) G.E.D. graduates. Three (3) Drug and alcohol Counseling sessions held weekly awarded forty (40) inmates with certificates for course completion.

We were fortunate that during the year 1994 to have five (5) college interns, four (4) counseling interns, two (2) volunteer counselors, and six (6) volunteer G.E.D. tutors.

Weekly Alcoholics Anonymous (AA) meetings are held for men and women, as well as two (2) evening Bible Study Groups.

Dover Adult Learning Center continues to provide the Department of Corrections with computer instruction.

Jail Industry Program

There were twenty-one (21) inmates that completed the New Hampshire Job Training program in 1994. Sixty-six percent (66%) of these were placed in jobs or received classroom training setting, with several entering a Cabletron classroom training, as well as one very successful placement at Kingston Warren.

The program received special recognition from the New Hampshire Job Training Council in the form of an award, as

well as being the recipient of the New England Award for Outstanding Service Back to their Community.

Two (2) inmates had assisted in putting on-line the new intro-computer classes, as well as teaching the class in 1994. One of the two former inmates taught from February to June as part of his internship at the University of New Hampshire. His major will be teaching.

In addition, our Family Weekend Program, whose focus is drug and alcohol additions, works to educate and counsel both the inmates and their families on the issues surrounding drugs and alcohol, as well as tools for successful re-entry into society.

Another program offered was a Parenting Class. These classes taught effective parenting and communication skills. The goal began to prevent the cyclical issues which surround re-incarceration of the parent, as well as the children at a later date. The program was made possible by a grant from the 5% Incentive Funds, as well as a linkage of resources and personnel available through the Strafford County Human Services Department's Mediation/Parenting Program. Their generosity in providing the Parenting Instructor made the program possible with minimal expense.

The following companies and services were provided by the Jail Industry Program:

| | |
|-------------------------|--------------|
| GFS Manufacturing, Inc. | \$ 58,900.04 |
| In-House Laundry | 9,787.92 |

| | |
|---------------|--------------|
| Gross Amount: | \$ 68,687.96 |
|---------------|--------------|

| | |
|-------------------------------|--------------|
| *Net Amount (room and board): | \$ 37,778.38 |
|-------------------------------|--------------|

*Inmates receive forty percent (40%) of the above gross amount in net pay. Victim compensation to the State of New Hampshire receives five percent (5%) of the above (accrued).

Sixty-nine (69) inmates worked in 1994, with \$4,275.53 of their earnings being paid for victim compensation, \$5,504.32 being paid for the inmates' families' support, \$37,777.00 for room and board, and \$1,429.94 for payments of fines, etc.

YEARLY REPORT FOR 1994
Monthly Daily Average Population for 1994

| | |
|-----------|--------|
| January | 111.19 |
| February | 98.40 |
| March | 99.45 |
| April | 98.30 |
| May | 100.13 |
| June | 102.47 |
| July | 101.26 |
| August | 96.68 |
| September | 107.30 |
| October | 105.58 |
| November | 119.80 |
| December | 116.65 |

There were eight hundred and eighty-six (886) admissions, plus two hundred and six (206) inmates held in protective custody.

There were seventy-nine (79) females incarcerated in 1994, as follows:

| | |
|-------------------|----|
| Strafford County | 57 |
| Rockingham County | 7 |
| Federal | 15 |

There were fifty-three (53) males housed in this facility from other facilities, as follows:

| | |
|----------------------------|----|
| Federal Bureau of Prisons | 41 |
| New Hampshire State Prison | 5 |
| Belknap County | 1 |
| Merrimack County | 2 |
| Rockingham County | 4 |

DWI Offenders

There were a total of eight-three (83) DWI offenders in 1994, as follows:

| | |
|---------------------|----|
| DWI, First Offense | 13 |
| DWI, Second Offense | 67 |
| Aggravated DWI | 3 |

There were forty-four (44) people incarcerated for Operate After Suspension/Operate After Revocation (OAR/OAS), of which twenty (20) were pre-trial detainees.

1994 Offenses

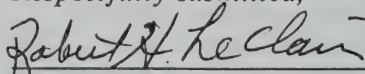
| | |
|---|----|
| Witness Tampering | 9 |
| Criminal Mischief | 24 |
| Assault | 6 |
| Failure to Appear | 53 |
| Bench Warrant | 59 |
| Driving While Intoxicated (DWI) | 13 |
| Assault on Police Officer | 4 |
| Disobey Police Officer | 20 |
| Operate After Suspension/Operate Revocation | 6 |
| Theft by Unauthorized Taking | 12 |
| Habitual Offender | 43 |
| Driving While Intoxicated (DWI), 2nd Offense | 67 |
| Attempted Burglary | 1 |
| Burglary | 34 |
| Aggravated DWI | 7 |
| Bail Revocation | 8 |
| Bail Violation | 3 |
| Simple Assault | 88 |
| Attempted Theft | 2 |
| Theft | 15 |
| Criminal Threatening | 19 |
| Criminal Trespassing | 29 |
| Failure to Pay Fine | 17 |
| Telephone Harassment | 2 |

| | |
|---|----|
| Felonious Sexual Assault | 15 |
| Fugitive From Justice | 26 |
| Violation of Probation | 55 |
| Harassment | 3 |
| Attempt Aggravated Felon Sexual Assault | 4 |
| Attempted Felonious Sexual Assault | 28 |
| Stalking | 11 |
| Contempt of Court | 15 |
| Illegal Possession of Alcohol | 1 |
| Non-Support | 38 |
| Endangerment of Child | 2 |
| Resisting Arrest | 28 |
| Sale Cocaine | 6 |
| Sale Controlled Drug | 5 |
| Attempted 2nd Degree Assault | 1 |
| 2nd Degree Assault | 16 |
| Unlawful Possession | 1 |
| Forgery | 7 |
| Solicitation | 1 |
| Possession of Cocaine | 3 |
| Possession of Marijuana | 5 |
| Sexual Assault | 4 |
| Violation of Court Order | 4 |
| Resisting Detention | 5 |
| Shoplifting | 4 |
| Armed Robbery | 1 |
| Robbery | 3 |
| Criminal Solicitation | 1 |
| Arson | 4 |
| Perjury | 1 |
| Receive Stolen Property | 14 |
| Operating Without License | 5 |
| Illegal Possession | 1 |
| Possession of Controlled Drug | 18 |
| Domestic Violence | 3 |
| Possession of Drugs | 5 |
| Open Container | 2 |
| Possession of Drug and Paraphernalia | 2 |
| Transport Controlled Drug | 2 |
| Contribute to Delinquency of Minor | 1 |

| | |
|---------------------------------------|----|
| False Reports | 6 |
| Reckless Driving | 5 |
| Hinder Prosecution | 1 |
| Possession with Intent to Sell | 4 |
| Reckless Conduct | 6 |
| Theft by Deception | 4 |
| Theft of Services | 4 |
| Disorderly Conduct | 12 |
| Sale of LSD | 1 |
| Sale of Marijuana | 5 |
| Cruelty to Animals | 4 |
| Accessory to Cruelty to Animals | 1 |
| Conspire to Commit Cruelty to Animals | 1 |
| Bribery | 1 |
| Prohibited Sales | 2 |
| Capias | 14 |
| Indecent Exposure | 3 |
| Kidnapping | 3 |
| False Imprisonment | 2 |
| Simple Assault (domestic) | 13 |
| Bail Jumping | 6 |
| Possession of Hypodermic Needle | 1 |
| Conduct After Accident | 3 |
| Issue Bad Check | 1 |
| Negligent Homicide | 1 |
| Felon In Possession of Firearm | 1 |
| Criminal Liability of Another | 2 |
| Conspiracy to Sell Cocaine | 1 |

In conclusion, I would like to take this opportunity to thank the Strafford County Commissioners, and Ray Bower, Executive Assistant, for all their assistance and support in the year 1994. I would also like to thank all of the staff and volunteers of the Strafford County Department of Corrections for a job well done in 1994.

Respectfully submitted,



Robert H. LeClair, Superintendent

*1994 ANNUAL REPORT OF THE
STRAFFORD COUNTY ATTORNEY*

The Office of the Strafford County Attorney performs a dual function. First (in terms of workload), the County Attorney serves as the Attorney General's representative in the Strafford County Superior Court. As such, the County Attorney represents the interests of the State of New Hampshire in all criminal cases in the Strafford County Superior Court, with the exception of capital murder and first and second degree murders. This function involves reviewing/directing criminal investigations by local and State Police, preparing and presenting evidence for felony indictments before the Grand Jury, reviewing misdemeanor and violation appeals to the Superior Court, researching and responding to motions filed with the Court, attending depositions of witnesses, preparing witnesses for deposition and trial, attending Court hearings: pretrial, call of the list, trial, sentencing, sentence review, and other post conviction hearings.

The second function of the County Attorney is to serve as legal counsel for Strafford County. A variety of duties are performed by the County Attorney in fulfilling this function, including: representing the County's interest in civil litigation, in which the County or one of its agents is a party in State and Federal Courts, advising other County officials on acting as a legal resource for County Delegation members, and advising them of legal implications on proposed legislation.

Aside from these two main functions of the County Attorney, other duties are prescribed by statute: responding to untimely, suspicious, or unattended deaths, and ordering autopsies when appropriate, and initiating extradition proceedings. The County Attorney must also serve as voluntary administrator for the estates of deceased patients at Riverside Rest Home. In addition, as a public official, the County Attorney has a duty to the people of Strafford County and to the judicial system to promote justice and assist in expanding public awareness and understanding of our system

of justice. The County Attorney meets this responsibility serving as a public resource and speaking before a variety of civic and public agencies concerned with understanding and improving the quality of justice in Strafford County. The County Attorney is also actively involved in promoting legislation effecting the criminal justice system.

The County Attorney's Office also operates a Victim Assistance Program, which through the efforts of the Victim Assistance Director and Coordinator, assists victims (especially child abuse and sexual assault victims) in dealing with the criminal justice system. The program is designed to reduce the trauma to victims and assist them in every phase during criminal prosecution.

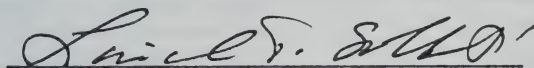
In 1994, the Strafford County Attorney's Office continued the drug prosecution program implemented in 1990, with the assistance of a Federal grant administered through the Attorney General's Office. Through this program a specialized drug offense prosecutor was hired to deal exclusively with the increasing case load of drug offenses. The Drug Prosecutor meets regularly with area law enforcement officers involved in drug investigations and is available on a twenty-four (24) hour basis for advice and one-party intercept approvals.

In 1993, the position of Chief Investigator was established for the County Attorney's Office. The Investigator's primary responsibility involves conducting follow-up investigations on felony cases. In addition, the Investigator has conducted internal investigations for the County and coordinated training programs for all law enforcement agencies in the County. Assisting the prosecutors in trial preparations is also a duty of the Investigator.

The County Attorney's Office continues to remain active in advising local and County officials in many areas of law. The County Attorney and Assistant County Attorneys address many community and law enforcement groups on a variety of subjects, including: Child Abuse, Sexual Assault, DWI, Criminal Justice System, and many other topics of concern to the community.

The table on the following page provides a summary of the case activity in 1994.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Lincoln T. Soldati", is written over a horizontal line.

Lincoln T. Soldati

Strafford County Attorney

1994 STRAFFORD COUNTY ANNUAL REPORT

1994 SUMMARY OF CASE ACTIVITY STRAFFORD COUNTY ATTORNEY

| 1994 Case Activity | | | | | |
|---------------------|------|-------|------|-------|--------|
| | Fel. | Misd. | Vio. | Info. | Totals |
| Cases Received | 534 | 103 | 0 | 35 | 672 |
| Not Presented | 82 | 0 | 0 | 0 | [82] |
| No True Bill | 13 | 0 | 0 | 0 | [13] |
| Cases Entered | 439 | 103 | 0 | 35 | 577 |
| Convicted | | | | | |
| Jury | 58 | 12 | 0 | 3 | 73 |
| Court | 0 | 2 | 0 | 0 | 2 |
| Neg. Plea | 272 | 5 | 0 | 21 | 298 |
| Naked Plea | 13 | 0 | 0 | 1 | 14 |
| Remand | 0 | 55 | 0 | 0 | 55 |
| Total Convicted | 343 | 74 | 0 | 25 | 442 |
| Not Convicted | | | | | |
| Jury | 22 | 2 | 0 | 0 | 24 |
| Court | 1 | 3 | 0 | 1 | 5 |
| Dismissed | 1 | 2 | 0 | 0 | 31 |
| Nol Pros. | 58 | 4 | 0 | 2 | 64 |
| Total Not Convicted | 82 | 11 | 0 | 3 | 96 |
| Total Dispositions | 425 | 85 | 0 | 28 | 538 |

Jury Verdicts = 97

Court Verdicts = 7

*Fel.: Felonies

*Misd.: Misdemeanors

*Vio.: Violations

*Info.: Informations

*1994 ANNUAL REPORT OF THE
STRAFFORD COUNTY SHERIFF'S DEPARTMENT*

R.S.A. 104:5 Duties: He by himself or his Deputies, shall serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of crier of the Court.

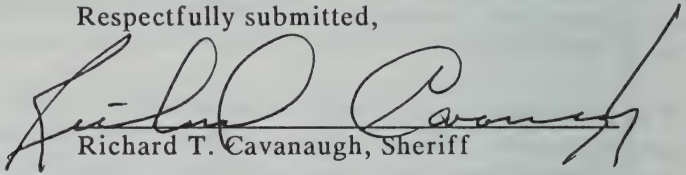
The Strafford County Sheriff's Department, by law has a primary function of serving civil process and transporting prisoners from Strafford County Superior Court, Strafford County House of Correction, all State Hospital transports, and transports from our five district Courts.

During 1994, about 7,014 hours were spent on transporting or guarding prisoners to, from and in our Courts and hospitals. A total number of 2,376 transports were made. Deputies arrested 681 subjects on Capias issued by the Courts.

In the area of civil process in 1994, over 6,800 pieces of civil process were served by this Department. The Sheriff's Department civil process revenue, which was returned to the County, totaled approximately \$120,000. Revenue received from the State for bailiff expense was \$65,500, for a total return to the County of \$185,500. With the Department's operating budget of \$446,675, in reality the cost to the County taxpayer was only \$261,175. This amounts to approximately one percent (1%) of the total County budget. It is evident by these figures that Strafford County residents are receiving a quality service at a minimal cost. It has been my goal to provide the residents of Strafford County with the most professional and efficient Department possible. This has been made possible because of my staff of professional employees, who take pride in their performance. To them, I would like to say thank you, for without their support and cooperation in this goal, the Department's success would not be possible.

It has been a pleasure to serve you for the past twelve (12) years as your Sheriff. I look forward to the continued opportunity to serve all the residents of the County in this capacity.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Richard T. Cavanaugh", is written over a horizontal line. The signature is fluid and cursive, with a long, sweeping tail that extends upwards and to the right.

Richard T. Cavanaugh, Sheriff

1994 ANNUAL REPORT OF THE
STRAFFORD COUNTY REGISTER OF DEEDS

The real estate market slowed from the modest gains in 1993. This was due to the fact that the Federal Reserve has raised the interest rates several times over the past year. The rate started at six percent (6%) in January; by mid-summer it was up to 7.25%. At this point, the refinancing of real estate loans came to an abrupt halt. The resulting effect was a decline in income to the County from \$540,896 in 1993 to \$515,496 in 1994.

Foreclosures continue to decline, but remain high by traditional standards. In 1994 there were 271 foreclosures, down from 328 recorded in 1993.

Foreclosures Per Quarter 1990 Through 1994

| | <u>1990</u> | <u>1991</u> | <u>1992</u> | <u>1993</u> | <u>1994</u> |
|----------------|-------------|-------------|-------------|-------------|-------------|
| First Quarter | 50 | 172 | 108 | 72 | 69 |
| Second Quarter | 42 | 105 | 118 | 85 | 79 |
| Third Quarter | 52 | 114 | 98 | 89 | 68 |
| Fourth Quarter | <u>95</u> | <u>122</u> | <u>67</u> | <u>82</u> | <u>55</u> |
| Total | 239 | 513 | 391 | 328 | 271 |

Document Recording and Transactions

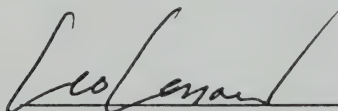
| <u>Year</u> | <u>Documents</u> |
|-------------|------------------|
| 1987 | 27,410 |
| 1988 | 22,968 |
| 1989 | 20,819 |
| 1990 | 17,495 |
| 1991 | 16,403 |
| 1992 | 18,798 |
| 1993 | 19,139 |
| 1994 | 19,129 |

Revenues

| <u>Year</u> | <u>To State</u> | <u>To County</u> | <u>Total</u> |
|-------------|-----------------|------------------|--------------|
| 1987 | \$2,634,594 | \$ 516,775 | \$3,151,369 |
| 1988 | \$2,351,263 | \$ 448,188 | \$2,799,451 |
| 1989 | \$2,007,567 | \$ 432,705 | \$2,440,273 |
| 1990 | \$2,226,869 | \$ 440,378 | \$2,667,247 |
| 1991 | \$1,977,391 | \$ 463,461 | \$2,440,852 |
| 1992 | \$1,832,936 | \$ 520,341 | \$2,353,277 |
| 1993 | \$1,674,373 | \$ 540,896 | \$2,215,269 |
| 1994 | \$1,774,715 | \$ 515,496 | \$2,290,211 |

The Deeds Office continued to update and modernize its recording systems and to fulfill the requirements of the laws which apply to functions of recording, retrieval, and security within the office.

Respectfully submitted,



Leo Lessard
Registrar of Deeds

***1994 ANNUAL REPORT OF THE
STRAFFORD COUNTY HUMAN SERVICES DEPARTMENT***

The Strafford County Human Services Department is responsible for monitoring the State mandated programs billed to the County for Old Age Assistance (OAA), Aide to Permanently and Totally Disabled (APTD), Intermediate Nursing Care (INC), and Board and Care of Children.

The financial liability of recipients determined eligible for APTD and OAA are shared with the State on a 50/50 basis. However, nursing care (INC) is shared between the State (19.25%), Federal (50%), and County (30.75%).

Liability for the Board and Care of Children for all court-ordered services under the current juvenile statute (169-D, 169-B, and 169-C), is shared with the State at 75% of the costs and the remaining balance of 25% is billed to the County. Court-ordered services range from out-of-home placements, such as group homes, foster care, and in-patient care, to ancillary services consisting of counselling, transportation, legal, medical, and home based services.

The Board of County Commissioners continued the agreement with the Division of Children, Youth, and Families (DCYF), to assist families without having to go through the District Courts to obtain family centered services. The philosophy is to provide supportive services to families in as respectful and non-intrusive manner as possible to avoid entering into the adversarial environment often times created in the Court process.

The County is also responsible for pursuing and determining parental liability for court-ordered services. For year ending 1994, the County recovered \$35,552.62; however this figure does not reflect the savings to the State/County for such costs as in-patient admissions and medical services reduced by third party insurance, which is also pursued by the County.

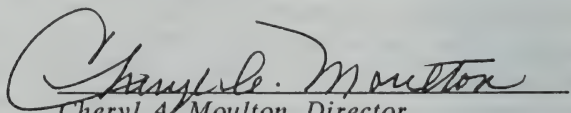
This year, the County received \$131,314.54 in 5% Diversion Funds, to continue programs and establish new programs to prevent costly out-of-home placements. Grant applications are received and reviewed by a panel of seven individuals representing the interests of the State Division of Children, Youth and Families, Strafford County, and an attorney who specializes in juvenile law. Programs funded for 1994 are as follows:

Strafford County Intervention/Mediation Program
City of Dover, Youth Resources
Rochester Visiting Nurses Association
Rochester Day Care Center
Strafford County Jail Industries Program
New Hampshire Task Force
Mast Way School
Strafford County Family Planning and PreNatal Clinic
Strafford Guidance Center
Rochester Recreation Department

Strafford County Human Services continues to provide Information and Referral Services to individuals in directing them to available resources and agencies throughout Strafford County and the surrounding area.

I would like to take this opportunity to thank the Strafford County Commissioners, Raymond Bower, Executive Assistant, and the Human Services Subcommittee of the Delegation for their continued support of my department. I especially want to thank my staff and volunteer mediators for their hard work and efforts, for without their dedication, the program's goals and success would not have been possible.

Respectfully submitted,


Cheryl A. Moulton, Director
Strafford County Human Services

*STRAFFORD COUNTY UNH COOPERATIVE EXTENSION
ANNUAL REPORT FOR 1994
OCTOBER 1, 1993 - SEPTEMBER 30, 1994*

For nearly eighty (80) years, Federal, State, and County governments have worked together through the Cooperative Extension of New Hampshire. It offers research-based education for all people of all ages through the State, in Cooperation with County, State, Federal and private partners. Extension helps foster the full development of youth, adults, families and communities; improves our economy; and provides effective natural resource management. The following are examples of efforts in the areas of Agriculture, Family Development, Forestry, 4-H Youth Development, and Nutrition.

AGRICULTURE

The following is a partial list of Programs and Services provided in 1994.

Non-Commercial Agriculture

- Home vegetable garden demonstration - UNH Open House
- Master Gardener selection and training
- Advise NH Farm Museum re: appropriate use of land, buildings, etc.
- Friends of Agriculture Fruit-Plus Order
- Tree and Shrub Care workshop for Strafford County Conservation District
- Tree, Shrub and Lawn Care Day - Durham, Rochester and New Durham
- Community Gardens workshop - Rochester
- Chamber of Commerce workshop - - Rochester
- Nynex seminar - poisonous plants
- Advise County re: Plantings for Administrative Building

Agr-Preventing Water Pollution From Pesticides (Water Quality)

- Individual exams and prepared applicants at county office
- Homeowners recommendations

Environmental Education

- Somersworth Earth Day - Extension Display
- New Durham Dumpfest - Compost Display
- Foreign Exchange Student Education Project

4-H and Youth Development/Youth Agriculture Science Programs

- Low income youth gardening project - Rochester Children's Home, Salvation Army Day Care Program

4-H & YOUTH DEVELOPMENT

During the 1993-94 4-H club year 228 4-H members were involved in the 4-H club program. Youth participated in club activities, project learning and educational events to help build life skills. Two new 4-H clubs were organized and one 4-H club reactivated during the last year.

Volunteers are vital to the 4-H youth development program. Over the past year 109 adults were involved working directly with youth and/or in other roles. Volunteers are involved in exhibit judging and event planning.

4-H school enrichment programs and special interest programs were extended to 4146 youth in Strafford County over the past year.

School Enrichment/Special Interest

| | |
|-----------------|------|
| Embryology | 690 |
| IFYE | 2503 |
| KOTB | 632 |
| Safe At Home | 210 |
| Shooting Sports | 17 |
| Stream Study | 63 |
| SPACES | 112 |

The following information refers to major categories in the plan of work.

Youth/Leadership Development

- Five youth were recruited for state 4-H advisory/curriculum committees.
- Two 4-H clubs successfully elected officers. One club requested and received officer training.
- Thirteen 4-H club members have participated in leadership roles for county 4-H activities.
- Five 4-H teens attended the State 4-H Teen Conference.
- Five teens participated in a 4-H teen leadership summer program designed to prepare them to teach 4-H sciencing to younger members using the SERIES curriculum.
- Two youth participated in the American Heritage Conference in Washington, D.C.

Adult Leadership Development

- Five 4-H leaders attended a clothing project leaders' training.
- Three 4-H leaders participated in SPACES training.
- Four leaders attended the 1993 Northeast Regional Leader Forum.
- Four volunteers were assisted with the implementation of a five week Safe at Home after school program.
- Five 4-H leaders assisted with planning the 1994 Northeast Regional Leader Forum.

- One leader was recruited for the State 4-H Advisory Committee.

Ag Science/Environmental Education/Community Service

- A tree planting workshop was held at the County Farm that involved three 4-H members who moved trees with their teams of 4-H working steers. Twenty-five other 4-H youth and volunteers participated in this hands-on project learning to lift a wild tree, performing a community service activity and developing an awareness of the 4-H working steer project.
- Collaborating with Lori Chase and Don Black on the development of the Cocheco River Trail at the Strafford County Farm brought the Yankee Teamsters 4-H Club to demonstrate their skill with their 4-H working steers, participate in a community service activity and gain experience with forestry skills. Four other 4-H families visited the trail on opening day and gained an awareness of the environmental education resources available on the property.

Many educational adventures will take place using this Trail as a back drop. Possibilities include starting a 4-H project club focusing on environmental education, including wildlife studies and forestry. The trail will also provide a setting for short term special interest programs as well.

EXPANDED FOOD AND NUTRITION EDUCATION PROGRAM (EFNEP)

The expanded food and nutrition program works with limited income families and youth. Last year, EFNEP worked with 463 youth from various schools. The program involves a total commitment of six weeks covering Basic Nutrition, food safety and fat in fast foods. Participant ages ranged from 5 to 12 from schools such as School Street School, Allen School, Maple Street School and Head Start. EFNEP also works with individuals in the home setting and in small groups. The program varies according to wants and needs of the

participant. Last year, 67 adult participants graduated from the program. Length of the program varied from three months to 5 months. Each participant learned how to comparative shop and how to prepare nutritious meals for their family. Average knowledge gain during the program was an increase of 20 percent.

Within the last year EFNEP has also started working with Strafford Guidance doing small groups. This is a new audience and the people have been very receptive. Here's what some individuals have to say about the EFNEP program:

"It has helped me make healthier choices for my family."

"It is very helpful and informative when you live on a limited budget. You have to know how to feed your family and how to cook nutritious foods."

"My food stamps go farther and my freezer and cupboards have more in them at the end of the month."

As you can see, EFNEP is making an impact in Strafford County and will continue to do so. The EFNEP Program was successful in 1994 in meeting the planned goals and objectives. EFNEP surpassed the total number of individuals previously served.

FAMILY DEVELOPMENT

| <u>Program Area</u> | <u>Male</u> | <u>Female</u> |
|----------------------------|-------------|---------------|
| Family Resource Management | 37 | 381 |

- Taking Charge of Your Finances
- Financial Empowerment for Women

85% of all households are in debt (credit and home equity). This debt can slow consumer spending and thus slow recovery from the recession. **Taking Charge of Your Finances** three month post program evaluations indicate that program participants have been able to reduce their debt by 15% and decrease their spending by 45%.

| <u>Program Area</u> | <u>Male</u> | <u>Female</u> |
|--|-------------|---------------|
| Limited Resource/ Low Income Money Management | 20 | 65 |

- Planning Ahead/Staying Ahead

8.2% of Strafford County's population was living below the poverty level in 1989. It is likely to be greater than this at this time. By teaching programs in money management to low income individuals, we can teach them how to make their resources go further by teaching them how to make effective decisions at the grocery store, with housing, purchase of household

goods, and how to begin to save. Domestic poverty is the single most compelling correlate of poor outcomes among children. Dr. Larry Brown of Tufts University states: "Poverty limits the capacity of families, and it begins to harm the young even before they are born."

| | | |
|--------------------------|----|-----|
| Parenting & Family-Youth | 68 | 362 |
|--------------------------|----|-----|

- Family Focus Parenting in the '90's
- Stepping Together in Step Families
- Family Focus Supportive Connections-Training for School Personnel
- Effects of Divorce on Children

Stress in divorcing parents more adversely affects children than the stress that directly affects the children (Hodges, London, & Colwell, 1990). The co-parental relationship of divorced parents has a significant influence on children's school behavior (Wood & Lewis, 1990). Fifty percent of those who remarry will divorce again and the re-divorce rate is the same, or slightly higher than the rate of first divorce (Clingempell & Brand, 1985). In 1991 Strafford County had 1,083 divorces involving children. Many parents are clamoring for parenting education. The Family Focus programs, The Effects of Divorce on Children, and Step-Family program are in response to this need. Eighty-six

percent of program participants indicate knowledge gained, and a similar percentage indicated their behavior changed and they saw positive changes in their children's behavior.

| <u>Program Area</u> | <u>Male</u> | <u>Female</u> |
|---------------------|-------------|---------------|
| Youth At Risk | 162 | 294 |

- Fathers and Mothers Education Program for Pregnant and Parenting Teens
- Safe at Home Presentation
- A Beautiful New Baby - A Shocking New Life
- Teen Issues
- Project Safeguard - Farmington Middle School
- Teen Pregnancy Forum - Farmington High School

Births to teens in Strafford County have generally increased or remained stable over the past six years. Teen parents are at risk for low birth weight babies which usually means increased medical costs; abusing their infants; dropping out of high school which means lower marketability for jobs; greater likelihood of becoming pregnant again within two years which means a longer span of time before entering the workforce. This usually means that the child is supported by AFDC. The F.A.M.E. program attempts to teach teens the skills needed to have a healthy baby, to be a responsible parent, to learn to effectively manage income, and to remain in school. Ultimately, taxpayer dollars will be saved in a number of ways.

| | | |
|--------------------------|----|-----|
| Nutrition, Diet & Health | 51 | 249 |
|--------------------------|----|-----|

- As a Matter of Fat
- Lifestyles, Education and Nutrition (L.E.A.N.)
- Understanding the Food Pyramid
- Understanding the New Food Label

Program evaluations indicate that participants are learning to read labels for ingredients and are decreasing weight and

cholesterol. This increases productivity and reduces healthcare costs.

| <u>Program Area</u> | <u>Male</u> | <u>Female</u> |
|-------------------------|-------------|---------------|
| Food Safety and Quality | 3 | 9 |

- Answer Telephone Questions

Timely response to food safety questions educates the public at what is known as "the teachable moment", i.e., when the person needs the information and is likely to retain information. Knowledge received can reduce the risk for foodborne illness. The average cost of a foodborne illness outbreak is \$100K in wages to a region.

| | | |
|-------------------------------------|-----|-----|
| Leadership and Volunteer Management | 216 | 672 |
|-------------------------------------|-----|-----|

- Reach Each You Teach

2,157.9 hours were given in volunteer service. At a minimum of \$5.00/hr. this is equivalent to \$10,789.50 salary. Quite a savings!

FOREST RESOURCES

Strafford County/UNH Cooperative Extension forestry educational programs are jointly co-sponsored with the Division of Forest and land of the Department of Resources and Economic Development, according to a memorandum of understanding between the two agencies.

MAJOR PROGRAM ACCOMPLISHMENTS

Forest Stewardship

- 33 woodland examinations on 1617 acres of forest land
- 12 forest management plans under the Agricultural Conservation Program (ACP) practice SP 43 for 1148 acres of land

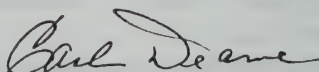
- 6 forest management plans under regular programming on 394 acres of land
- 18 supervised forest management plans under the cost-shared programs of ACP and the Stewardship Incentive Program(SIP) on 1058 which were prepared by forestry consultants
- 51 current land use map and application assists on 3509 acres of land
- 5.7 miles of forest access road laid out for 11 landowners in cooperation with the Soil Conservation Service
- 4 miles of forest access road completed for 11 landowners in cooperation with the Soil Conservation Service (SCS) and the Agricultural Conservation and Stabilization Service (ASCS)
- 33 woodland examinations on 1617 acres
- 14 referrals to forestry consultants on 787 acres of forest land
- 6.9 miles of boundary marking on 3 forest properties under SIP completed by forestry consultants and forestry vendors
- 79 acres of selective biomass weeding and thinning for 2 landowners under the ACP program
- 97 acres of weeding and thinning for 4 landowners by "down and lopped" and/or "girdled" under ACP
- 54 acres of white pine pruning for 6 landowners under ACP
- 115 customers purchase 18,000 conifers and 3,000 deciduous seedlings from the State Nursery and had them delivered to this office for us to deliver to them

Urban and Community Forestry

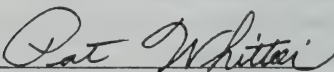
- Backyard Tree Farm (BTF) talks in Laconia, Peterborough and Portsmouth. Also, to the Strafford County Board of Realtors Association, the Strafford County Retired Teachers Association and the Rochester Rotary Club
- Wild tree transplanting talk to the Somersworth Middle School

- Wild tree transplanting demonstration (hands-on) for 4-H members at the County Courthouse, the Dover Housing Authority (Whittier Park), Chamberlain Street Elementary School in Rochester, and the New Hampshire Farm Museum (Girl Scouts)
- Numerous (100-200) shade tree calls on the phone and 25 - 30 individual visits in the County
- Pride Day with the Academy Street Coalition in Rochester where several trees were planted and 30 lilacs were transplanted
- 2 tree were planted and 25 trees were fertilized with the Bud Carlsen Alternative School students
- Tree pruning demonstration at the Orchard Square in Dover
- 3 new state champion trees
- Working with many agencies on the "Durham Green Connections project

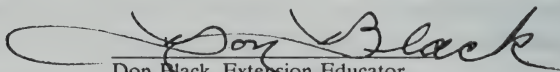
Respectfully submitted,



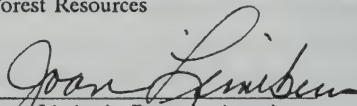
Carl Deame, Extension Program Assistant
Agricultural Resources



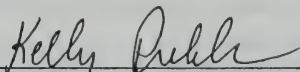
Pat Whittier, Extension Educator
Family Development



Don Black, Extension Educator
Forest Resources



Joan Limberis, Program Associate
Expanded Food & Nutrition Education Program (EFNEP)



Kelly Preble, Extension Educator
4-H & Youth Development

1994 STRAFFORD COUNTY ANNUAL REPORT

STRAFFORD COUNTY DELEGATION COMMITTEE MINUTES OF PUBLIC HEARING OF FEBRUARY 3, 1994

The Public Hearing of the Strafford County Delegation was called to order at 7:00 p.m. by Chairman McCann. After a moment of silence and the pledge of allegiance to the flag led by Representative Julie Brown, the Clerk read the notice of the meeting and the roll, which showed the following members present:

PRESENT: George Brown, Julie Brown, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Kincaid, Knowles, Loder, Lundborn, McCann, McGrath, McKinley, Merrill, Merritt, Pageotte, Marsha Pelletier, Rogers Snyder, Spear, Sullivan, Ann Torr, Frank Torr, Ralph Torr, Vincent, Wall, and Wheeler (30 of 38).

EXCUSED: Callaghan, Keans, Kincaid, Nehring, O'Brien, Arthur Pelletier, and Wasson (7).

ABSENT: Musler (1).

Also present were Commissioners Maglaras, and Dumont, County Treasurer Charles Crocco, and Executive Assistant Raymond Bower.

Chairman McCann stated that Commission Chairman Maglaras wished to say a few words and then the public would be asked to speak. He asked that one spokesperson from each group make their presentation, then allow the public to speak on behalf of the group they are representing.

Commissioner Maglaras welcomed the Delegation and the public to the meeting. He stated that the Commissioners and department heads of the County worked for several months on the budget, trying to keep taxes at or below last year's. This was accomplished, while meeting the requirements of the law and County obligations. Expenditures decreased, revenues increased, even with a decrease in revenues to the Jail. Proposed expenditures total \$20,281,052; anticipated revenues \$10,558,656; surplus \$380,000; and the amount to be raised by taxation \$9,342,396. This is approximately \$15,000 less than last year. Commissioner Maglaras stated that the Board of Commissioners looks forward to working with the Delegation on the 1994 budget and answering any questions the public may have.

Chairman McCann asked if there was anyone from the public who wished to speak.

Mr. Michael Turgeon, Councilman from Somersworth, stated that the Commissioners have done a fairly good job on the budget in keeping costs down. He stated that government is here to ensure the delivery of services, whether those services be delivered by the County, other agencies, or private companies. He suggested that if services can be offered at lower costs, while keeping the quality of services, the County, as well as the cities and town, should look into it. He noted that

the recent discussions about regionalization of services in the County is an excellent idea.

Mr. Robin Willits Board member of Strafford Guidance Center, spoke on behalf of this agency and introduced Catherine Becallo, Executive Director of the Center. Ms. Becallo thanked the County for their assistance last year and expressed her hopes that it continues this year. Last year there were approximately 285 individuals who requested assistance from the Guidance Center who were unable to pay. The agency could require a total of \$112,528 to assist these people; they have requested half of this amount from the County and the other half from United Way.

Judy Mettee, Chairman of the Board for the Dover Adult Learning Center (DALC), stated that DALC, although located in Dover, serves all the residents of Strafford County. She hopes that the Delegation will consider their request to assist funding their programs. Ms. Mettee also noted that this request is separate from the contract DALC has with the Department of Corrections to serve inmates.

Deborah Erickson-Irons, Executive Director of Strafford County PreNatal and Family Planning Clinic, stated that the Clinic has requested \$40,000 from the County this year. Last year, the County funded the Clinic in the amount of \$30,000. She reviewed the programs the Clinic offers to low-income residents of the County and noted that there were several new programs being offered, such as a Child Abuse and Neglect Prevention program and parenting classes. There will also be a neighborhood free clinic offering free medical care with volunteer physicians providing services to low-income families. This is not part of the request for funds to the County. She also reviewed the number of residents served in 1993.

Tony McMannus, President of Strafford Hospice, spoke on behalf of this agency. He stated that the County funded the hospice program for the past two years and he hopes this funding will continue this year. In addition to the \$15,000 requested in the budget, the agency has made an additional request of \$15,000 of the subcommittee. This money would be used to gear up the Hospice program to become Medicare eligible. It would be a one-time request of the County in order to meet a 30-day trial program requirement by Medicare to become certified.

Pat Rainboth, Executive Director of Victims, Inc., spoke on behalf of this agency. This program was started in October of 1991 to assist victims of crime, accidents, negligent homicide, and families suffering from traumatic experiences. A new program to train individuals to serve people in need of assistance has begun. The services are free to anyone in need. Last year they served 405 people. They are very careful not to duplicate services offered by other agencies. She asked that the Delegation fund the program in the amount requested.

Ally McGuire of Dover spoke on behalf of Strafford County PreNatal and Family Planning Clinic, as a former client.

Monique Bruce of Rochester, spoke on behalf of Victims, Inc., as a staff nurse in the emergency room at Frisbie Memorial Hospital.

Sharon Perry, of Rochester, spoke on behalf of Victims, Inc., as a volunteer.

Robin Ricard of Rochester and Edward Kaplet of Rochester, spoke on behalf of DALC, noting that the services they received through the DALC have changed their lives.

Christen Houlihan of Durham, a student at UNH and a volunteer for Victims, Inc., spoke on behalf of that agency.

Chairman McCann asked if there were any other members of the public who wished to speak. Hearing no response, he declared the Public Hearing closed. He then asked if the Delegation had any questions. Hearing none, he asked for a motion to adjourn. Representative Vincent moved to adjourn the meeting at 8:00 p.m. The motion was seconded by Representative Knowles. The motion passed unanimously.

Respectfully submitted,
Gregory McGrath, Clerk
Strafford County Delegation

**STRAFFORD COUNTY DELEGATION
EXECUTIVE COMMITTEE
MINUTES OF MEETING OF MARCH 4, 1994**

The meeting of the Strafford County Delegation's Executive Committee to hear Subcommittee reports on the Strafford County Commissioners' Proposed 1994 Budget, review the Fourth Quarter 1993 Budget, and any other business which may legally come before the Committee, was called to order at 10:00 a.m. by Chairman William H. McCann in the Commissioners Conference Room of the Justice & Administration Building.

The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Rogers, Sullivan, F. Torr, Vincent, Wall, and Wheeler (15 of 15).

EXCUSED: None.

Also present were Commissioner Paul Dumont, County Treasurer Charles Crocco, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, Representatives Gary Gilmore and Amanda Merrill, Register of Deeds Leo Lessard, and several members of the Public.

Chairman McCann reviewed his written report on the Salaries for Elected Officials for the Executive Committee. He noted that these recommendations were for a three year period in order to bring all counties in New Hampshire into compliance with existing law. The Commissioners and Treasurer have requested no salary increases for

this period and it was determined that their compensation would remain the same for the next three (3) years.

After reviewing data on comparable salaries in the ten counties in New Hampshire, the following recommendations were made for the three year period: Register of Deeds \$33,000; Sheriff: \$35,150; County Attorney \$54,500.

Chairman McCann motioned to accept the report on the salaries of Elected Officials. He noted that in order to get people of high caliber to run for these offices, the County needs to offer comparable salaries. Rep. Vincent noted that he believes the additional monies that have been saved in the budget over last year should be returned to the cities and towns. Rep. Lundborn asked if there was a history of Elected Officials salaries available. Copies of these salaries over the last ten years were distributed. Rep. Torr asked what the applicable budgetary Subcommittees had recommended for salaries. Rep. Hambrick responded that although this was not within the responsibility of her Subcommittee, they had discussed it and decided to support the recommendation of the Chairman for the salaries of the Sheriff and the County Attorney. The Subcommittee wished to ensure that these officials were compensated at a comparable rate to others in the same or similar positions. It was not the intention of the Subcommittee to set salaries.

Rep. Torr noted that he believed that by setting the salaries for a three year period, this Delegation would be binding the next to its intentions. Chairman McCann explained that the intent was to bring all the Counties into compliance with the law. Rep. Torr stated that he objected to the amount of the salaries being recommended. Rep. McGrath asked what effect these increases would have on the proposed budget and tax rate. Chairman McCann stated that there will be no increase in taxes. Rep. McGrath stated that although anyone could run for these positions, the County needs competitive salaries to attract competent persons.

Rep. Chagnon agreed with Rep. Hambrick's statements and noted that he had reviewed the amounts paid to these officials in the ten counties. Based on the average of the counties closest in size and similarity to Strafford County, he questioned the amounts being recommended.

There was a discussion on dividing the question on the salaries of the Elected Officials.

Rep. Torr noted that although it appears the budget has decreased, this is partially due to the fact that two bonds were paid off in 1993, thereby saving the County \$480,000 this year. Therefore, the overall budgets for departments have increased because the amount saved in bond payments has been transferred to other areas of the budget. There are other areas where the budget should be increased, one being the salaries of other County employees. People not elected to the position are entitled to a pay increase.

Rep. Rogers asked why the salaries of the Sheriff and Register of Deeds used to be the same, but in the mid-80's, the Sheriff's salary was increased at a higher amount than the Register's. She noted that we need to get the cost of County government

under control and some changes need to be made in order to get a handle on the budget. Chairman McCann stated that a good point would be to find the role of County government in the future.

There was some discussion on electability and competency for elected positions in regards to the amount these positions are paid. Reps. McGrath and Chagnon discussed the County averages for County Attorney salaries. Rep. Pageotte noted that the Commissioners had recommended level funding these positions to that of last year. Chairman McCann clarified this, stating that the Commissioners had discussed this matter and planned that the Delegation would be setting these salaries; therefore, they made no recommendations. Commissioner Dumont stated that the Commissioners have never recommended salaries for Elected Officials. Rep. Hambrick spoke about the reputation of the Strafford County Attorney's office due to the efforts of the current County Attorney. Rep. Chagnon discussed the salary survey of the Counties which was provided by the New Hampshire Association of Counties, and was used by Chairman McCann to develop his recommendations.

Rep. Knowles acknowledged the hard work and efforts put into the salary recommendations; however, should the current County Attorney for some reason, not be re-elected, would it be fair to pay a new person the rate of \$54,500. Although he agrees that the three positions being discussed are due pay increases, he questioned the amounts being recommended for the Sheriff and the County Attorney.

Representative Wheeler spoke on behalf of the pay increases, as we need competent persons in these positions. She noted the level of competence and hard work provided on behalf of the County by the County Attorney. Executive Assistant Bower provided some clarification on the statute which governs when the Elected Officials' salaries are set. The law provides that this Delegation set the salaries for the term of office and that salary must be set prior to the filing date for the primary. In order to bring Strafford County into compliance with this law, it is necessary to vote on a three period for salaries. Strafford County currently sets pay increases for Elected Officials on the second year of the officials term of office for a two year period.

Representative Callaghan stated that although he is not against salary increases for competent people, we have to look at the whole picture. The increases recommended are 10 to 12 percent.

Representative Torr noted that we should not be looking at the face in the position, but the position itself. He inquired about setting the salaries for the next two years, not this year.

Chairman McCann responded that in making the recommendations, he looked at the positions, what is required of the position, and what comparable positions in the State are before determining the amount he believed would be fair and equitable.

Representative Chagnon said that he used the salary survey provided by the New Hampshire Association of Counties to determine the average amount for salaries of

these elected officials in the State and questioned the amounts being recommended. He is in favor of salary increases, but disagrees with the amounts be recommended.

Chairman McCann suggested that the Executive Committee look at the report and make recommendations on the three Elected Officials salaries. Chairman McCann motioned to accept the recommendation of \$33,000 for the Register of Deeds for three years, 1994-1996, as outlined in the Report on Salaries of Elected Officials. The motion was seconded by Rep. Wheeler.

There was some discussion regarding the salary recommendation. Rep. Vincent stated that the General Government Subcommittee, which reviews the Registry of Deeds Office budget, made no recommendation on the Register's salary. Rep. Pageotte noted that this recommendation was a total of \$3,000 over a three year period, or approximately 3% per year. Rep. Rogers asked about the difference in the salaries of the Register of Deeds and the Sheriff. Chairman McCann noted that he compared the Register of Deeds' positions with other Registers and the Sheriff position with other Sheriffs, as the two positions are incomparable. Rep. Rogers noted that the Committee needs to look at what the positions do and have a functional assessment of the positions in order to ascertain a salary amount. Chairman McCann replied that he compared all the Counties', and then looked at the six counties that were comparable to Strafford County.

Rep. McGrath stated that if these positions were compared to similar positions in the private sector, it would be obvious they are earning a lot less than the private sector. Rep. Knowles stated that these positions are not comparable in the private sector as these salaries are paid by the taxpayers. Rep. Hambrick noted that we could not penalize people for working for the government. Rep. Chagnon noted that the ten-County average for the Register of Deeds position is \$32,200. Rep. Vincent moved the question. Seconded by Rep. Lundborn.

A roll call on the motion to accept the recommendation of \$33,000 for three years for the Register of Deeds showed the following:

YEAS: Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Rogers, Sullivan, Wall, and Wheeler (12 of 15).

NAYS: Callaghan, Torr, and Vincent (3).

The motion passed, 12 to 3.

Chairman McCann motioned to accept the recommendation on the salary for the Sheriff's position of \$35,150 for the three year period 1994 to 1996. The motion was seconded by Rep. Wheeler. Chairman McCann gave some background information on how he ascertained the amount recommended.

Rep. Lundborn noted that he would make a counter motion to set the salary increases for Elected Officials at the same percentage level for each. Chairman McCann stated that he had thought about doing this, but determined that this would be unfair due to the uniqueness of each of the positions involved. Rep. Chagnon

stated that the average for the ten Counties for the Sheriff's position is \$34,366, so he believes the amount recommended is fair for three years.

Rep. Torr stated that he believes \$5,000 is too much for an increase. He believes we can attract qualified persons to run for these positions at the current salary. Rep. Pageotte agreed and stated that this position is mainly paperwork and transports. Rep. Knowles agreed the amount recommended is too high, as did Rep. Rogers. Rep. Chagnon noted that part of the reason for his agreement with a higher salary for the Sheriff was the fact that the Chief Investigator position in the County Attorney's office is earning \$34,000 and he thinks it unfair that the Sheriff earns less than this amount.

There was some discussion regarding the functions of the Sheriff and his department. Speaking were Representatives Chagnon, Torr, McCann, Kincaid, and Pageotte. Rep. Vincent moved the question. Seconded by Rep. Lundborn and accepted.

The motion to set the salary of the Sheriff at \$35,150 for the three year period 1994, 1995, and 1996, had the following results:

YEAS: Chagnon, Hambrick, McCann, McGrath, Wall, and Wheeler (6 of 15).

NAYS: Callaghan, Kincaid, Knowles, Lundborn, Pageotte, Rogers, Sullivan, Torr, and Vincent (9).

The motion failed 6 to 9.

Rep. Lundborn motioned to set the salary of the Sheriff for three years at ten percent (10%) more than his current salary, or \$33,165. Seconded by Rep. Wall. Chairman McCann spoke against the motion on the basis that percentage increases are unfair. A roll call vote was taken, with the following results:

YEAS: Lundborn, Rogers, Sullivan, and Wheeler (4 of 15).

NAYS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, McCann, McGrath, Pageotte, Torr, Vincent, and Wall (11).

The motion failed 4 to 11.

Rep. Chagnon motioned to set the salary of the Sheriff at \$34,500 for three year period 1994 to 1996, as per the average for the ten counties. The motion was seconded by Rep. Hambrick. A roll call vote on the motion showed the following results:

YEAS: Chagnon, Hambrick, and Wheeler (3 of 15).

NAYS: Callaghan, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Rogers, Sullivan, Torr, Vincent, and Wall (12).

The motion failed 3 to 12.

The Chairman called a five minute recess.

Rep. Vincent motioned to set the Sheriff's salary for the next three years at the current salary of \$30,150. Seconded by Representative Callaghan. Chairman McCann spoke against the motion and asked Executive Assistant Bower what the amount recommended for the County employees' salary increase is. Mr. Bower stated that wages for County employees have not yet been agreed to as the Union and County are in fact finder. The Commissioners last offer was at approximately 2.5%. However, it is difficult to predict what the next two years will bring as it depends on several factors. He noted that the 2.5% increase was the average.

Rep. Kincaid suggested that the motion be amended to reflect the salary for the current year only. Rep. Vincent agreed to this amendment. Chairman McCann reminded the Committee that the salaries have to be set for a three year period. The amendment failed for lack of a second.

A roll call on the motion showed the following results:

YEAS: Pageotte and Vincent (2 of 15).

NAYS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Rogers, Sullivan, Torr, Vincent, Wall, and Wheeler (13).

The motion failed 2 to 15.

Rep. Chagnon suggested the Executive Committee try to get a consensus on this issue. Rep. Wall motioned to set the salary of the Sheriff at \$30,150 for 1994 (current rate), and at \$35,150 for 1995 and 1996. The motion was seconded by Rep. Wheeler. Representatives Chagnon and Lundborn spoke to the motion. Rep. Torr amended the motion to set the salary at \$30,150 for 1994 and at \$32,000 for 1995 and 1996. Seconded by Rep. Kincaid. There was further discussion on the motion and the amendment. The amendment to the original motion was voted on with the following results:

YEAS: Callaghan, Kincaid, Knowles, Pageotte, Torr, Vincent, and Wall (7 of 15).

NAYS: Chagnon, Hambrick, Lundborn, McCann, McGrath, Rogers, Sullivan, and Wheeler (8).

The motion failed 7 to 8.

A roll call on the original motion to freeze the Sheriff salary for 1994 at \$30,150 and increase it to \$35,150 for 1995 and 1996 was taken with the following results:

YEAS: Wheeler (1 of 15).

NAYS: Callaghan, Chagnon, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Rogers, Sullivan, Torr, Vincent and Wall (14).

The motion failed 1 to 14.

Rep. Rogers motioned to set the salary of the Sheriff for the next three years at \$33,000, the same as the Register of Deeds. Rep. Chagnon seconded the motion. A roll call vote on the motion showed the following results:

YEAS: Chagnon, Hambrick, Knowles, Lundborn, Rogers, and Sullivan (6 of 15).

NAYS: Callaghan, Kincaid, McCann, McGrath, Pageotte, Torr, Vincent, Wall, and Wheeler (9).

The motion failed 6 to 9.

Rep. Torr motioned to suspend the issue of salaries at this time and go on to review the rest of the budget. Seconded by Rep. Pageotte. The motion failed on a voice vote.

Rep. Lundborn motioned to set the salary of the Sheriff for the next three years at \$33,500. Seconded by Rep. Chagnon. A roll call on the motion showed the following results:

YEAS: Chagnon, Hambrick, Kincaid, Lundborn, McCann, McGrath, Rogers, Sullivan, Wall, and Wheeler (10 of 15).

NAYS: Callaghan, Knowles, Pageotte, Torr, and Vincent (5).

The motion carried 10 to 5.

Chairman McCann motioned to accept the recommendation of \$54,500 for three years for the County Attorney. Seconded by Rep. Wheeler. Rep. Lundborn motioned to amend the motion to set the salary at \$52,250 for three years. Seconded by Rep. Kincaid. Representatives Chagnon and Wheeler spoke to the motion. A roll call vote on the amendment to the motion showed the following results:

YEAS: Hambrick, Lundborn, Pageotte, and Rogers (4 of 15).

NAYS: Callaghan, Chagnon, Kincaid, Knowles, McCann, McGrath, Sullivan, Torr, Vincent, Wall, and Wheeler (11).

The motion failed 4 to 11.

A roll call on the original motion of \$54,500 for the County Attorney for three years showed the following results:

YEAS: Hambrick, McCann, McGrath, Wall, and Wheeler (5 of 15).

NAYS: Callaghan, Chagnon, Kincaid, Knowles, Lundborn, Pageotte, Rogers, Sullivan, Torr, and Vincent (10).

The motion failed 5 to 10.

Rep. Chagnon motioned to set the County Attorney's salary for three years at \$50,000. Seconded by Rep. Pageotte. Rep. Torr amended the motion to have the salary in effect for the years 1995 and 1996 only. Seconded by Rep. Kincaid. A roll call on the amendment to the motion showed the following results:

YEAS: Kincaid, Knowles, Torr, and Vincent (4 of 15).

NAYS: Callaghan, Chagnon, Hambrick, Lundborn, McCann, McGrath, Pageotte, Rogers, Sullivan, Wall, and Wheeler (11).

The motion failed 4 to 11.

A roll call on the main motion of \$50,000 for the County Attorney for three years showed the following results:

YEAS: Callaghan, Chagnon, Knowles, Lundborn, Pageotte, Rogers, Sullivan, and Vincent (8 of 15).

NAYS: Hambrick, Kincaid, McCann, McGrath, Torr, Wall, and Wheeler (7).

The motion passed 8 to 7.

At this Representatives Lundborn, Chagnon, and Wall were excused and the Committee took a break for lunch.

Rep. Knowles gave the report of the Human Service Department Subcommittee. He noted that due to State and Federal laws, there is not much that can be changed in this budget. The increase in Aid to Permanently and Totally Disabled (APTD) is due to a change in the laws. The increase in line .59, Program Enhancement is due to an increase in the 5% grant monies received from the State. This account is a "wash" account, the money that is expended from it is offset by the income received from the grant. Rep. Knowles also remarked on the excellent work being done in this office to collect monies from parents for room and board of children. Last year, of the total of \$37,951 collected to reimburse this account, \$9,500 came directly to the County, with the \$5,700 being paid to the County for administrative fees, and the balance being reimbursed to the State. The Director of the Department also makes every effort to seek reimbursement from insurance companies for services rendered. He noted that he will be speaking with State representatives to ascertain if reimbursement from insurance companies is an option available to them and, if so, to encourage them to pursue it. Rep. Callaghan was also present at the Human Service Department Subcommittee meeting. Rep. Callaghan motioned to accept the

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report of the Human Service Department Subcommittee, which accepts the recommendation of the County Commissioners in the amount of \$5,316,874. Seconded by Rep. Kincaid.

Rep. Torr asked about the longevity and accrued benefits lines throughout the budget. Executive Assistant Bower responded to this question. Accrued benefits are payments for unused sick leave, paid twice a year, in June and December. Longevity is paid once a year to those employees working three years or more, at \$25 per year. Accrued benefits are estimated for the proposed budget based on the past three year's experience. Longevity is determined by each employee's length of service.

With no further discussion, the motion was called on a voice vote and was accepted unanimously.

Rep. Vincent gave the report of the General Government Subcommittee. The Subcommittee made no changes to the Commissioners' Proposed Budget for the Administration, \$163,312, Registry of Deeds, \$251,161, J&A Maintenance, \$266,509, Cooperative Extension, \$137,162, Interest on Temporary Loan, \$175,644, County Convention, \$4,000, Contingency Fund, \$140,000, Health Insurance, J&A \$508,890, General Insurances J&A \$111,674, Health Insurance RRH \$1,226,536, and General Insurances RRH \$25,480. The only recommended increase was for Soil Conservation in the amount of \$4,000, from \$19,000 to \$23,000 for a computer.

Rep. Vincent noted that a change in State laws (R.S.A. 478:17-j) will allow the Register of Deeds to "impose a surcharge not to exceed \$2...set by the register, for recording each document." This money will be placed in a Register of Deeds Equipment Account to be used to purchase new equipment. This bill have to be approved by the County Commissioners and the County Delegation.

Rep. Vincent motioned to accept the recommendation of the General Government Subcommittee. Seconded by Rep. Kincaid. Rep. Torr asked about the \$140,000 for Contingency. Executive Assistant Bower replied that this is the amount the Commissioners anticipate for pay increases, as per the last offer made to the Union. He reminded the Committee that the monies in the Contingency cannot be expended without the authorization and approval of the Executive Committee. Rep. Torr remarked that last year monies were expended from the Contingency Fund and he questioned what it was used for. Executive Assistant Bower responded that this money was used to replace a truck that had been destroyed by fire, and the money was expended with the approval of the Executive Committee during their first quarter budget meeting.

Chairman McCann asked about the status of the employee salary negotiations and what the process would be should they be settled with a salary rate higher than anticipated. Executive Assistant Bower explained that the Full Delegation would have to hold a meeting to appropriate more monies for salaries, unless the amount could be found within the budget and transfers are authorized by the Executive Committee.

Chairman McCann asked where the computer for the Soil Conservation District would be located. Rep. Vincent asked Executive Assistant Bower and the District's representative, Bambi Miller to explain. The Soil Conservation Office currently

located in this building actually houses two offices: the Federal Soil Conservation Service and the Strafford County Soil Conservation District. The Federal office may move to Epping in order to save on rental payments by sharing office space there with the Rockingham Office. At this time, the District's employee would remain in Strafford County to serve residents. However, the Service shares most of its equipment and office furniture, as well as its computer, with the District. Currently, the District employee has to perform much of the work on her home computer, as there is very little room on the Service's computer. When and if the Service moves, they will take the equipment with them. Therefore, a computer is needed for this office. The cost of the computer would be approximately \$4,000; the Subcommittee has approved adding \$4,000 to the Commissioners' Proposed amount of \$19,000, to fund them in the amount of \$23,000. Executive Assistant Bower noted that the Commissioners have not yet determined what they will do when the Service moves out, as they pay the rental on the office space and they want to ensure that Strafford County residents will continue to be served by a local office. The District has made no provision to pay rent at this location. Therefore, the County would lose approximately \$7,320 a year in rental income. Executive Assistant Bower and Ms. Miller both explained that there has been no decision on when the Service will move, this year or next, if they do. There was some discussion on this matter. There seemed to be a consensus that it was unfair that Ms. Miller has to take work home to perform on her personal computer and she is not compensated for it. Representatives Rogers, Wheeler, Callaghan and McGrath spoke on the matter. There was general agreement that the \$4,000 for the computer at this time was acceptable, even though the Federal office may not move for some time.

The motion to accept the recommendations of the General Government Subcommittee was accepted on a voice vote.

Rep. Hambrick gave the report of the Criminal Justice Subcommittee. The County Attorney's budget was decreased by \$5,078 to reflect changes in the 4110.02 line, Assistant Attorneys, and other appropriate salary lines, i.e., Social Security, which was reduced to reflect a change in the attorneys. One attorney was promoted to the position of Drug Prosecutor, which has a separate budget as it is partially funded by a grant; a new attorney was hired at a lesser amount than budgeted. The Subcommittee also recommended decreasing the Chief Investigator's salary from \$34,000 to \$32,000, as was the intent of the Delegation's approval of this position during last year's budget process. The Subcommittee also did not feel it fair that this position earned more than the Sheriff. The amount recommended for the County Attorney was \$414,336.

Rep. Hambrick stated that the Subcommittee felt the budget proposed for the Sheriff's Department and Dispatch Center were appropriate in the amounts of \$440,007 and \$144,149 respectively. The Subcommittee did request that a study be done to ascertain whether it is still cost-efficient to lease vehicles or if it would be prudent to purchase cruisers outright each year. There was also a note to look into adding towing to the County's insurance policy for the cruisers.

The Subcommittee also approved the amount recommended for the Department of Corrections (Jail) of \$2,086,007, with no changes, and the amounts of \$9.00 and

\$84,094 for the Jail Industry Programs (the Jail Industry Programs budget is completely offset by revenues earned).

Rep. Hambrick motioned to accept the report of the Criminal Justice Subcommittee as presented. The motion was seconded by Rep. Knowles. Rep. McGrath noted that he recalled the amount of \$14,000 for a six month period being approved for the Chief Investigator position; with the intent that \$28,000 would be a full year salary. He noted that he has a problem with the County Attorney setting the salary for this position at a rate higher than that approved by the Delegation.

Rep. Kincaid asked if the County went out to bid for the cruisers. Executive Assistant Bower explained this process. Rep. Pageotte inquired about the loss of Federal inmates at the Jail. Executive Assistant Bower responded that the County is seeking every avenue to compensate for this loss in income, i.e., State Prison inmates, other Counties, etc.

Rep. Vincent asked whether the County pays for the bar dues for attorneys. Executive Assistant Bower responded that this is part of the wage package County Attorney Soldati offers his assistant attorneys when they are hired. Rep. Rogers felt this was not right; employers should not be paying professional dues for employees. Representative Torr noted that the County Attorney seemed to spend money anyway he desires.

The questioned was moved. A roll call vote on the motion showed the following results:

YEAS: Callaghan, Hambrick, Knowles, McCann, McGrath, Sullivan, and Wheeler (7 of 12).

NAYS: Kincaid, Pageotte, Rogers, Torr, and Vincent (5).

The motion passed 7 to 5.

As Rep. Wall had to leave, she requested Executive Assistant Bower to give the Riverside Rest Home Subcommittee report. Mr. Bower noted that there were no additional positions requested in the budget; some positions were moved from one department to another in order to meet audit requirements. The Rest Home's dependence on the tax dollar has decreased from 1993 to 1994 by \$200,000, mainly due to increased Medicaid reimbursement and the employee's agreement to a lesser insurance plan.

Rep. McGrath motioned to accept the report of the Riverside Rest Home Subcommittee. Seconded by Rep. Wheeler. There were questions regarding minimum staffing requirements, resident turnover, and physician and pharmacy. It was noted that the mental health services are provided by a psychiatrist, not a psychologist as noted in the Proposed budget. The motion passed on a voice vote.

Rep. Gilmore gave the report of the Contracted Social Service Agencies. He noted that this Subcommittee met three times to review this portion of the budget. They

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worked very diligently and believe the amounts they recommended are frugal, yet fair. The total amount recommended is \$26 more than the Commissioners' Recommendation, or \$259,402. Rep. Gilmore gave the following breakdown on the recommended allocations:

| | |
|---|----------------|
| 9350.02 Strafford County Community Action, Inc. | \$ 40,000 |
| Strafford County Community Action Van | 14,000 |
| 9350.03 Coalition of Strafford County Agencies | 70,000 |
| 9350.04 Strafford County PreNatal/Family Planning | 32,000 |
| 9350.05 Southeastern New Hampshire Services Corp. | 12,000 |
| 9350.06 Strafford County Nutrition Program | 1 |
| 9350.07 Great Bay Training Center | 5,400 |
| 9350.08 Strafford County Child Care Association | 25,000 |
| 9350.09 Seacoast Task Force on Family Violence | 21,000 |
| 9350.11 Strafford Hospice | 15,000 |
| 9350.12 Strafford Guidance | 5,000 |
| Victims, Inc. | 1 |
| Dover Adult Learning Center | <u>20,000</u> |
| Total: | \$ 259,402 |

Rep. Gilmore noted that the Subcommittee recommended that Dover Adult Learning Center (DALC) change its name to reflect the fact that it serves more than Dover residents, as they reported that 40% of the clients came from other parts of the County and also that if DALC receives more than \$102,000 in funds, the difference will be deducted from the County's allocation. Rep. McGrath noted that if this should occur, it was his wish that the returned monies be used to fund Victims, Inc.

Rep. Gilmore noted that the \$14,000 allocation to Community Action is a one-time expense this year for the purchase of a new van.

The motion passed on a voice vote, with Rep. Callaghan voting in the negative.

Rep. Pageotte gave the report of the Revenues, Capital Expenditures, and Special Projects Subcommittee. Rep. Pageotte motioned to accept the recommendation of the Subcommittee. The recommendations were as follows: Interest on Bonded Debt-RRH: \$90,618; Interest on Bonded Debt-Courthouse: \$58,028; Principal on Bonded Debt-RRH: \$223,438; Principal on Bonded Debt-Courthouse: \$126,563; Capital Expenditures-Courthouse: \$89,621; Capital Expenditures-RRH: \$90,009; Revenues: \$10,583,656. He noted that the Capital Expenditures were \$25,000 more than the Commissioners Recommendation; and Revenues were also \$25,000 more. He requested Executive Assistant Bower to elaborate. Mr. Bower reported that the Rest Home was in need of a new generator, as the old one was inadequate and that it would be in the best interest of the County to install a generator in the Alms House. These two generators would cost approximately \$20,000 each, or an additional \$40,000. After conducting some initial inquiries regarding the carpet/drapery replacement and replacement of the boilers at RRH, it was determined that these amounts could be reduced by a total of \$15,000; the balance of the money needed for the generators

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could be offset by increasing the bond proceeds revenues by \$25,000. With no further discussion, the motion was accepted on a voice vote.

Rep. Pageotte motioned to approve the amount of \$20,313,850 for expenditures and \$10,583,656 for revenues, and the amount to be raised by taxation of \$9,350,194. The motion was seconded by Rep. Hambrick. A roll call on the motion showed the following results:

YEAS: Callaghan, Hambrick, Kincaid, Knowles, McCann, McGrath, Pageotte, Rogers, Sullivan, and Wheeler (10 of 12).

NAYS: Torr and Vincent (2).

The motion passed 10 to 2.

Rep. Kincaid motioned to accept the report on the 1993 Fourth Quarter Expenditures. The motion was seconded by Rep. McGrath and was accepted unanimously.

Representative Kincaid moved for adjournment; the motion was seconded by Representative Wheeler and approved unanimously. With no further business, the meeting was adjourned at 2:30 p.m.

Respectfully submitted,
Gregory McGrath, Clerk
Strafford County Delegation

STRAFFORD COUNTY DELEGATION MINUTES OF MEETING OF MARCH 12, 1994

The meeting of the Strafford County Delegation and the Strafford County Delegation Executive Committee to review the Executive Committee's Recommendations on the Strafford County Commissioners' 1994 Proposed Budget, have working sessions on the 1994 budget, approve the Strafford County 1994 Budget, and any other business which may legally come before the Delegation at this time, was called to order at 9:00 a.m. by Chairman William H. McCann in Superior Courtroom II of the Justice & Administration Building.

After a moment of meditation, Representative Hilliard lead the Delegation in the pledge to the flag. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Keans, Knowles, Loder, Lundborn, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, Wasson, and Wheeler (33 of 38).

EXCUSED: Kincaid, Merritt, O'Brien, and Wall (4).

ABSENT: Musler (1).

Also present were Commissioners George Maglaras, Paul Dumont, and Roland Roberge, Executive Assistant Raymond Bower, Treasurer Charles Crocco, and County Attorney Administrative Assistant Sandra Miller, as well as several members of the public.

Chairman McCann mentioned that this was a meeting of the County Delegation and the Executive Committee as there would be action taken concerning the contract settlement between Strafford County and the State Employees' Association Local 1984. The County's negotiator, Gary Wulf, was asked to give the Delegation a report on the actions that are necessary to be taken by the Delegation. Information on the settlement was distributed to the Delegation.

Mr. Wulf explained that agreement was reached at noon on March 11th, the day prior to this meeting. This is the second year of the re-opener to a three year contract, which only opens the contract for wages and health insurances. The memo presented to the Delegation listed the cost items of the settlement. The items agreed to by the Union were a change in the health insurance plan, and a change in the prescription card rider. The new plan is a Comp 200 Managed Care Preferred Provider Plan, as the provider no longer offers the current plan. This new plan is to the County's benefit. The Union also agreed with an increase in co-payments, with employees paying a larger amount for their health insurance on a pro-rated basis. After three rounds of negotiations, and then going to Fact-Finder, there was agreement to a \$.20 per hour increase effective April 1, 1994 and a \$.12 per hour increase effective October 1, 1994, the Correctional Officers accepted Group II retirement effective in July, with a significant savings to the County and additional benefits for the Correctional Officers; this agreement was made in lieu of the \$.12 per hour in October for the Correctional Officers. With these changes, the total cost of the settlement was under \$135,000, the figure originally provided under Contingency.

Representative Wasson questioned why there was \$135,000 in the Contingency Fund and not \$140,000 as originally stated. Executive Assistant Bower explained that there is always \$5,000 in Contingency; \$135,000 of the \$140,000 was set aside for wages, the \$5,000 is for emergencies.

Representative F. Torr asked whether the savings in retirement for Group II was a short-term savings that would cost more in the future. Mr. Wulf responded stating that the rate for Group II is lower on an on-going basis and Group I is increasing at a more rapid rate. This changeover should save the County more each year. Representative Keans asked about the costs for the year.

Mr. Wulf noted that the current contract runs through the end of March. The Commissioners requested that the contract date be changed to April 1st so that pay increases are not made retroactive to January. Executive Assistant Bower noted that the increase is 1.77% and is for the twelve month period. Representative Keans asked about the final cost of the changeover from Group I to Group II over a five (5) year

period. Executive Assistant Bower provided an analysis of the savings. He explained that the primary difference between Group I and Group II retirement in terms of the costs the County pays, is that the County is not obligated to pay the Social Security match for Group II employees because they are not eligible. They pay only the 1.45% Medicare portion of Social Security for employees hired after April 1, 1986. For employees hired before this date, the County pays no portion of Social Security. Mr. Wulf added that the County will also save on the base salary paid on Group II employees every year in the future. Therefore, there will be an ever-increasing savings as the salary base goes up and the lower percentage is applied to that base.

Chairman McCann further clarified this by stating that due to the savings on Social Security, even if Group II rose similar to Group I, the County would still see a savings.

Representative Keans asked what the long term costs of the plan are when employees in Group I who have worked "x" number of years and employees in Group II working 20 years, are replaced. Executive Assistant Bower responded that all employees who are eligible for Group II will be in Group II, with an effective date of July 1, 1994.

Representative Wasson asked what the difference in eligibility was between Group I and Group II. Chairman McCann responded that employees meeting the criteria for police officers pursuant to R.S.A. 100A, would be eligible for Group II. Employees pay a larger contribution than Group I employees, but are eligible for retirement after twenty years. The Group I employees contribution is less, but Social Security must be paid.

Executive Assistant Bower explained that as of July 1, 1994, the County's cost for Group I is 3.29% and for Group II is 2.63%, with no Social Security match, except the Medicare portion.

Chairman McCann asked for any further questions. He explained that the Executive Committee needs to recommend to the full Delegation the transfer of employees to Group II and then the Delegation will have to approve that motion. The Delegation will then have to ratify the contract. At that point, the transfer of approximately \$135,000 from Contingency to the appropriate line items will be explained by Executive Assistant Bower. These transfers will be done at the First Quarter Budget meeting by the Executive Committee.

Representative Keans motioned to table this matter until March 22, 1994. Chairman McCann noted that Representative Keans is not on the Executive Committee and this portion of the meeting is for the Executive Committee; therefore, her motion was not accepted.

Representative Wheeler motioned that the Executive Committee of the Strafford County Delegation hereby recommend to the Strafford County Delegation to authorize Strafford County to enroll the Correctional Officers at the Strafford County House of Corrections in New Hampshire's Group II retirement system pursuant to the requirements of R.S.A. 100-A:1-VIIc, based upon the recommendation by the

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Strafford County Commissioners. The motion was seconded by Representative Hambrick. Chairman McCann read a letter from the Strafford County Commissioners recommending the transfer of Correctional Officials from Group I to Group II Retirement (letter attached and made a part of these minutes).

Representative Lundborn stated that he has a problem with the fact that this matter is just now being brought before the Executive Committee and the Delegation and requested that it be tabled until the quarterly meeting in April. He felt that there was not enough time for the Delegation to review the documents they received this morning.

Chairman McCann asked Executive Assistant Bower what the implications would be if the contract was delayed. Executive Assistant Bower explained that the full Delegation would have to meet again before anything becomes effective. There is a lot of internal work which has to be done in order to enroll the Correctional Officers into Group II before July 1, 1994. If the Delegation does not approve the transfer at this time, they will have to meet again in the future. He noted that every month that the Correctional Officers remain in Group I after July 1, 1994, the County will lose about \$5,000 to \$6,000.

Representative Lundborn motioned to table the recommendation to transfer Correctional Officers from Group I to Group II. Seconded by Representative Chagnon. Chairman McCann noted that the motion to table was not debatable and that the matter would probably be discussed at the First Quarter Meeting to be held sometime in April.

Representative F. Torr made a point of order stating that there is no reason this meeting has to be held in April, it could be held sometime in March. There was some discussion on this issue.

With no further discussion, the Clerk called the roll:

YEAS: Chagnon, Lundborn, F. Torr (3 of 13)

NAYS: Callaghan, Hambrick, Knowles, McCann, McGrath, Pageotte, Rogers, Sullivan, Vincent, and Wheeler (10)

The motion failed 3 to 10.

Representative Knowles noted that if the transfer of employees to Group II is not approved, he believed the budget would be increased by \$13,206 for the additional amount necessary to pay the Social Security benefits. Executive Assistant Bower explained that this was part of the negotiated agreement with the Union; the raises cannot be voted in without the changeover to Group II.

Hearing no further discussion, the Clerk called the roll on Representative Wheeler's motion relative to the transfer of Group I employees to Group II.

YEAS: Callaghan, Chagnon, Hambrick, Knowles, McCann, McGrath, Pageotte, Rogers, Sullivan, F. Torr, Vincent, and Wheeler (12 of 13).
NAYS: Lundborn (1).

The motion passed 12 to 1.

The full Delegation was then presented with the request to transfer Correctional Officers from Group I to Group II retirement. Representative Keans motioned to table the transfer of Correctional Officers from Group I to Group II Retirement, seconded by Representative Lundborn. A roll call on the motion showed the following:

YEAS: Douglass, Dunlap, Hilliard, Keans, Lundborn, McKinley, Spear, R. Torr (8 of 33).
NAYS: G. Brown, J. Brown, Callaghan, Chagnon, Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, McCann, McGrath, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Sullivan, A. Torr, F. Torr, Vincent, Wasson, and Wheeler (25).

Representative Wheeler motioned that the Strafford County Delegation hereby accept the recommendation of the Executive Committee to authorize Strafford County to enroll the Correctional Officers at the Strafford County House of Corrections in New Hampshire's Group II retirement system pursuant to the requirements of R.S.A. 100-A:1-VIIc. The motion was seconded by Representative McGrath.

Representative G. Brown asked the number of people involved in this transfer. Executive Assistant Bower responded that there are thirty-seven (37) of forty (40) employees at the House of Corrections eligible for Group II. Representative Wasson asked for clarification as far as the total number of employees. Total number of employees for Strafford County is 390; however, many are not eligible for Group I or II because they are part-time employees. Executive Assistant Bower estimated that out of approximately 175 Group I employees, 37 at the House of Corrections are eligible for Group II.

In response to a statement earlier about whether Group II would cause an increase in costs for the County over the years, Representative Rogers pointed out that new employees would start at a lower step and therefore, the County would save money. Executive Assistant Bower explained that new hires start at Step 1; currently, employees do not get automatic step raises. It is accurate that the longer one works for the County, the more the employee earns.

The Clerk called the roll call on the motion to transfer House of Corrections employees from Group I to Group II. The roll call showed the following results:

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YEAS: G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, F. Torr, Vincent, Wasson, and Wheeler (28 of 33).

NAYS: Dunlap, Hilliard, Keans, Lundborn, R. Torr (5).

The motion passed 28 to 5.

The Chairman asked for a motion to ratify the contract with the County employees. Representative Wheeler motioned to approve the contract with the employees. Seconded by Representative G. Brown. Chairman McCann noted that the information in the contract was presented to the Delegation.

Representative Lundborn reiterated his displeasure on voting on a contract that they have not had more time to review and requested that in the future the Delegation be given more time to review contracts. Chairman McCann responded that Representative Lundborn has known that the amount of \$135,000 in the Contingency Fund of the budget was to pay for wage increases since the Proposed Budget was presented in January; the actual amount is less than that. Unfortunately, the County is not always in control of when contract negotiations come to a conclusion. Representative Lundborn again stated that more time is necessary to review the documents to better represent their constituents. There was discussion on this matter.

With no further discussion, the Clerk called the roll on the motion to ratify the contract, with the following results:

YEAS: J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, F. Torr, Vincent, Wasson, and Wheeler (28 of 33).

NAYS: G. Brown, Hilliard, Keans, Lundborn, R. Torr (5).

The motion passed 28 to 5.

Chairman McCann reviewed the recommendations made by the Executive Committee to the Delegation as per the memorandum which was mailed with the Recommended Executive Committee Budget for 1994.

4100 - Administration: No changes were recommended. The budget is \$163,312.00.

Representative F. Torr asked about the reduction of the Contingency Fund from \$140,000 to \$5,000. Chairman McCann explained that the transfers from this account will be made at the Executive Committee meeting in April as the exact amount of the transfer to each line item will be presented by the Executive Assistant at that time. Representative F. Torr asked if the Delegation could authorize the Executive

Assistant to do this transaction now so there could be a complete and accurate budget at this time, as the amount of \$135,000 for increases is no longer correct. If this amount is approved, the Delegation would be appropriating more money than necessary. Executive Assistant Bower stated that if the Delegation ratifies the agreement with the Union, this would leave approximately \$16,000 in Contingency.

Representative F. Torr objected to this as he does not believe it is necessary. Executive Assistant Bower asked to speak and explained that there is a problem with the "B" Building of Riverside's oil tanks. There is a broken underground line. We are temporarily using some above-ground tanks until the ground thaws. Once the problem is found, an estimate of the costs to do the repairs will be presented to the Executive Committee for authorization to transfer the necessary monies from the Contingency Fund to the appropriate line item. Executive Assistant Bower wanted to bring this problem to the Delegation's attention now to make them aware that the County may need the additional funds in the Contingency Fund. However, the Delegation can still chose to cut the extra monies not needed for pay increases.

Representative Chagnon asked how long the County has been aware of this problem and why it was not discussed prior to this time. Executive Assistant Bower responded that this was the first meeting since the problem was discovered, which was about March 5 or 6.

Chairman McCann noted that the matter before the Delegation at this time was Account No. 4100, Administration, and that discussion of the Contingency Fund should be brought up when they get to Account No. 9900.

Motion by Representative Wheeler to accept Account No. 4100, Administration, as recommended by the Executive Committee in the amount of \$163,312. The motion was seconded by Representative J. Brown and was accepted unanimously on a voice vote.

4110 - County Attorney: Chairman McCann noted that the Executive Committee recommended a decrease of \$2,578 in Account No. 4110, County Attorney, from \$419,414 to \$416,836. The recommended changes are an increase to line 4110.01, County Attorney of \$2,500; a decrease to line 4110.02, Assistant County Attorneys of \$2,846, decrease to line 4110.065, Chief Investigator of \$2,000; decrease to line 4110.10, Social Security of \$218; decrease in line 4110.14, Workers' Compensation of \$14.00.

Representative J. Brown asked why the Chief Investigator receives more pay than the Sheriff. Chairman McCann stated that this matter was discussed at the Executive Committee Meeting. Representative J. Brown asked for a more detailed explanation. Chairman McCann stated that the Executive Committee had made recommendations for Elected Officials' salaries on a majority vote.

Representative F. Torr stated that the Delegation had authorized the County Attorney to hire a Chief Investigator in the amount of \$14,000 for six months, which would be \$28,000 for a full year; however, the County Attorney did not live within that authorization and hired someone at a hirer salary than was authorized by the full Delegation.

Representative Hambrick explained that this \$14,000 was for a half a year's salary and the County Attorney was authorized to allocate \$28,000 for a full year's salary for the Chief Investigator. The County Attorney hired an individual who does not require benefits, therefore saving the County the amount of the benefits. She believed the County Attorney made an executive decision in hiring the Chief Investigator with no benefits at a higher salary. The amount in the Commissioners Proposed budget was \$34,000, which was reduced to \$32,000 by the Subcommittee and approved by the Executive Committee.

Representative A. Torr asked about the grant paying for a portion of the Chief Investigator's position. Representative F. Torr responded, stating that this is not the same situation as in the past; there is no grant for this position. There was some discussion on this matter. Representative Vincent asked what benefits this position is not receiving. Representative Hambrick responded that the person in the position is a retired State Trooper, so he receives retirement benefits from the State. Representative Chagnon stated that the Chief Investigator receives benefits from the State and therefore, the County Attorney is paying him more in salary due to a savings in other benefits. The Subcommittee recommended that the salary be set at \$32,000.

Representative J. Brown motioned to reduce line item 4110.065 by \$2,000, from \$32,000 to \$30,000.

Chairman McCann made a point of order, stating that motion to accept the Executive Committee's recommendation for Account 4110 was necessary before amendments could be made. There was further discussion on this matter.

Representative Loder motioned to accept the Executive Committee's recommendation on Account No. 4110, in the amount of \$416,836. Seconded by Representative Hashem.

Representative J. Brown motioned to amend this motion by reducing the bottom line by \$2,000, decreasing line 4110.065 by \$2,000, from \$32,000 to \$30,000. Seconded by Representative Hilliard.

Representative Knowles noted that he believes the County Attorney exceeded his authority by hiring someone for the Chief Investigator position at a salary higher than that approved by the Delegation. Representative Nehring spoke in opposition of the motion, stating that the line has already been reduced by \$2,000, from \$34,000 to \$32,000. Representative F. Torr noted that the year-end figures for the County Attorney's budget were overexpended for 1993; the appropriation was \$381,367, the actual expenditures were \$391,775.56. Representative F. Torr asked if the County Attorney's budget is cut, who will have oversight authority to ensure the budget is not overspent; will some type of management be put into effect whereby the County Attorney would not be authorized to pay some bills if the budget is overexpended. Executive Assistant Bower responded that there is legislation pending in the House which would give the Commissioners oversight of other Elected Officials' budgets. If the Delegation feels strongly about this oversight authority, they could support this legislation. He also stated that the Executive Committee approved the Quarterly

Budgets at the Executive Committee meeting to review the budgets each quarter in 1993; these budgets were approved with the explanations from the County Attorney as to why line items were overexpended. He noted that the Fourth Quarter Budget figures were accepted at the last Executive Committee meeting early in March. Chairman McCann agreed, stating that there was oversight given by the Executive Committee. The Legislation currently in the House would give this oversight authority to the Commissioners.

Representative Vincent asked about the Chief Investigator's position. Executive Assistant Bower responded that he is full time, keeps a full schedule, and is active in several investigations for the County Attorney's office.

Representative Keans asked about the approval of the Fourth Quarter Budget; is money transferred from another portion of the budget to cover the overexpenditures in the County Attorney's budget. Executive Assistant Bower responded that overexpenditures are absorbed in the bottom line of the budget. Money is never transferred from one account to another to cover overexpenditures.

With no further discussion, the motion to reduce line item 4110.065 by \$2,000 was voted by voice. The outcome was unclear, therefore, a roll call vote was requested, showing the following results:

YEAS: G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hilliard, Keans, Knowles, McGrath, Pageotte, Rogers, Spear, Sullivan, F. Torr, R. Torr, Vincent, Wasson (19 of 33).

NAYS: Hambrick, Hashem, Hemon, Loder, Lundborn, McCann, McKinley, Merrill, Nehring, A. Pelletier, M. Pelletier, Snyder, A. Torr, Wheeler (14).

Motion to reduce 4110.065 by \$2,000, from \$32,000 to \$30,000, passes 19 to 14.

Representative Hambrick motioned to amend the County Attorney line 4110.01 to read \$52,250, an increase of \$2,250. Seconded by Representative McGrath. Representative Hambrick stated that other Elected Officials' salaries were increased by 10% and 11%. The increase recommended by the Executive Committee for the County Attorney is 5.6% for three years. This motion will make the increase comparable to the other Elected Officials' salaries.

Representative A. Torr noted that there was a lengthy discussion during the Executive Committee regarding this matter and asked if the salaries of Elected Officials were to be made separately or along with their respective budgets. Chairman McCann noted that the Executive Committee has made its decision and he will not be making his report once again.

Representative Hilliard urged the Delegation not to vote for this increase in salary as many people in Strafford County will be receiving no increase in salary this year.

Representative Rogers would support the motion if the taxpayers were assured that they were not paying the professional dues of the attorneys or the dues of other professionals.

Representative Hambrick reminded the Delegation that these increases are for a three year period and these Elected Officials have not had an increase in two years. She noted that by National Labor Statistics the average raise has been a little over four percent (4%) per year.

Representative Chagnon explained that the Subcommittee had considered comparable salaries in determining an average increase to \$50,000 for the County Attorney.

Representative Wasson noted that the increase recommended by the Executive Committee is \$2,500, from \$47,500 to \$50,000; this motion would increase the raise to \$4,750, from \$47,500 to \$52,250.

Representative Wheeler reminded the Delegation that this salary increase for Elected Officials will be for a three year period, 1994, 1995, and 1996.

Representative Nehring stated that the Subcommittee recommended the amount of \$50,000.

Representative F. Torr stated that the Delegation does not have to give any increases this year, or for the next two years; he is against any salary increases for the County Attorney and recommended this salary be kept at the current level of \$47,500.00.

There was further discussion on this matter. Representatives Wheeler, Hilliard, McGrath, J. Brown, Loder, and Wasson spoke to the motion.

Representative R. Torr moved the question, seconded by Representative F. Torr and accepted on a voice vote.

The motion to increase line item 4110.01, County Attorney from \$50,000 to \$52,250, a \$2,250 increase was defeated on a voice vote.

Representative F. Torr motion to decrease line item 4110.01 by \$2,500, from \$50,000 to \$47,500, the current level. The motion was seconded by Representative Hilliard.

There was some discussion on the manner of setting Elected Officials' salaries. These salaries have been set by Strafford County in the non-election year in the past; in order to come into compliance with the law, the County is setting these salaries for a three year period; therefore, the salaries of Elected Officials will not be set again until the next election year, 1996, for 1997 and 1998.

Representatives Nehring, A. Torr, Wasson, and Chagnon spoke to the motion. Executive Assistant Bower read the statute, passed during the last Legislative session,

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regarding when the salaries of Elected Officials are to be set. To comply with the law, the salaries have to be set this year for 1994, 1995, and 1996.

With no further discussion, the motion to reduce the salary of the County Attorney to the current level of \$47,500 was defeated on a voice vote.

There was further discussion on Account 4110, County Attorney by Representative Vincent regarding the combination of four line items into two line items.

The motion to accept the Executive Committee's recommendation for Account 4110, County Attorney's budget of \$416,836, as amended by Representative J. Brown's motion to reduce line 4110.065 by \$2,000, in the amount of \$414,836 was accepted on a voice vote.

4118 - Drug Prosecutor Grant: Representative Snyder motioned to accept Account No. 4118, Drug Prosecutor Grant in the amount of \$42,022, seconded by Representative Loder. The motion passed unanimously on a voice vote.

4120 - Registry of Deeds: Motion by Representative Loder to accept Account No. 4120, Register of Deeds, in the amount of \$254,161, seconded by Representative J. Brown.

Representative Keans motioned to amend the motion to reduce line item 4120.01, Register, by \$1,500, from \$33,000 to \$31,500. Seconded by Representative Hilliard. Representatives Keans, R. Torr, Pageotte, Wasson, Loder, Merrill, Wheeler, Rogers spoke to the motion. Chairman McCann explained his process is making recommendations for Elected Officials to the Executive Committee. Representative R. Torr moved the question, seconded by Representative Sullivan and accepted unanimously. A roll call vote was called, as follows:

YEAS: Callaghan, Dunlap, Hilliard, Keans, A. Pelletier, M. Pelletier, and F. Torr (7 of 33).

NAYS: G. Brown, J. Brown, Chagnon, Douglass, Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, Lundborn, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, Rogers, Snyder, Spear, Sullivan, A. Torr, R. Torr, Vincent, Wasson, and Wheeler (26).

The motion was defeated 26 to 7.

Motion by Representative R. Torr on line item 4120.01, Register, to decrease this line by \$500, from \$33,000 to \$32,500. The motion failed for lack of a second.

Representative Vincent motioned to amend the motion to accept the Register of Deeds Account 4120, in the amount of \$254,161, by having the County Convention authorize the Register of Deeds to establish an Equipment Account under the provisions of R.S.A. 478-17j. Seconded by Representative McGrath.

Register of Deeds Lessard was asked to explain. He stated that the Legislature passed a bill allowing the Registries to have a special account for Capital Expenditures and charge an amount of up to \$2.00 per document for this account. These charges will begin in January of 1995. The Commissioners have approved establishing this account. This money is collected when documents are recorded at closings; once a month the monies will be turned over to the County Treasurer for deposit. These monies are to be used for the purchase of necessary capital equipment for the Registry. He anticipates receiving approximately \$35,000 to \$40,000 in additional revenue from these fees. Register Lessard described some of the equipment to be purchased according to the Five Year Plan he has developed for his office. He anticipates using the \$35,000 to \$40,000 per year for capital equipment. There is no change in the budget for 1994. There was discussion on the motion. Representatives Lundborn and F. Torr stated that this motion is being made in the wrong context and should not be a part of the budgetary process.

Representative R. Torr motioned to move the question, seconded by Representative A. Pelletier and accepted on a voice vote. The amendment to the motion passed on a voice vote.

The motion to accept Account No 4120, Register of Deeds, in the amount of \$254,161 was passed on voice vote.

4140 - Sheriff: Representative J. Brown motioned to accept Account No. 4140, Sheriff, in the amount of \$443,357, seconded by Representative Hambrick.

Representative Keans motioned to amend the motion by reducing line item 4140.01, County Sheriff, by \$1,900, from \$33,500 to \$31,600. Seconded by Representative F. Torr. Representative Keans noted that this is a 5% increase in the current salary, approximately the same increase given the County Attorney.

There was some discussion on this amendment. The amendment to the motion was defeated on a voice vote.

There was some discussion on the difference between the salaries in the 1993 Approved Budget and the 1994 Proposed. Executive Assistant Bower explained that the Proposed amounts are current salaries as per Union agreement, which the Commissioners approved for union and non-union employees.

The motion to accept Account No. 4140, Sheriff, in the amount of \$443,357, was accepted unanimously on a voice vote.

4141 - Dispatch: Motion by Representative Hambrick to accept the Executive Committee's Recommendation for Account No. 4141, Dispatch in the amount of \$144,149. Seconded by Representative Chagnon and accepted on a voice vote.

4150 - Medical Examiner: Motion by Representative Chagnon to accept the Executive Committee's recommendation for Account No. 4150, Medical Examiner, in the amount of \$16,000. Seconded by Representative Hambrick and accepted on a voice vote.

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4160 - J&A Maintenance: Motion by Representative Vincent to accept the Executive Committee's recommendation for Account No. 4160, J&A Maintenance, in the amount of \$266,509.00. Seconded by Representative Hashem and accepted on a voice vote.

4190 - Human Services Department: Motion by Representative Loder to accept the Executive Committee's recommendation for Account No. 4190, Human Services Department, in the amount of \$5,316,874.00. Seconded by Representative Merrill.

Representative Wasson asked for an explanation of the increase in line item 4190.56, Intermediate Nursing Care. Representative Merrill responded that this was due to an increase in the County's portion of the Medicaid reimbursement and discontinuation of Veteran's Administration pensions. This line item is to reimburse Medicaid for intermediate nursing care patients throughout the County, inclusive of Riverside Rest Home and other nursing facilities in which Strafford County residents reside.

The motion was to accept Account 4190 was accepted on a voice vote.

6100 - House of Corrections: Motion by Representative Chagnon to accept the Executive Committee's recommendation for Account No. 6100, Department of Corrections, in the amount of \$2,086,007.00. Seconded by Representative Hambrick. The motion was accepted on a voice vote.

6130, 6131, 6132, 6133, 6134, 6135, 6136, 6137, and 6138 - Jail Industries Program: Motion by Representative Pageotte to accept the Executive Committee's recommendation for Account Nos. 6130, 6131, 6132, 6133, 6134, 6135, 6136, 6137, and 6138, Jail Industries Programs, in the amount of \$9.00 Seconded by Representative Hilliard.

Representative Knowles asked Executive Assistant Bower about the Fourth Quarter Expenditures for 1993 in the amount of \$98,477.20, which are offset by revenues. He wanted to know what was expended out of these lines. Executive Assistant Bower responded that the inmates working in these programs are paid through these line items. From every dollar earned, \$.40 is paid to the inmates, \$.05 goes to victims assistance, and the balance goes to room and board and support of the program. The "Jail Income" line in the revenues section is money received for boarding inmates from other institutions.

The motion to accept the Jail Industries Programs Accounts was accepted on a voice vote.

6140 - Jail Industries Program: Motion by Representative Hilliard to accept the Executive Committee's recommendation for Account No. 6140, Jail Industries Program, in the amount of \$84,094.00. Seconded by Representative Loder. The motion was accepted on a voice vote.

8360 - Resource Agencies: Representative Wasson motion to accept the Executive Committee's recommendation for Account No. 8360, Resource Agencies, as follows:

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Cooperative Extension in the amount of \$137,162.00 and Soil Conservation District in the amount of \$23,000, for a total of \$160,162.00. Seconded by Representative Loder. In response to a question, the increase to the Soil Conservation District budget of \$4,000, from \$19,000 to \$23,000, was for the purchase of a computer. The motion was accepted on a voice vote.

9100 - Debt Accounts: Representative Loder motioned to accept the Executive Committee's recommendation for Account No. 9100, Debt Accounts, in the amount of \$674,291.00. Seconded by Representative Wasson. The motion was accepted on a voice vote.

9200.01 - Health Insurance: Motion by Representative Hilliard to accept the Executive Committee's recommendation for Account No. 9200.01, Health Insurance and General Insurances, J&A, in the amount of 508,890.00 and 9200.93, General Insurances, in the amount of \$111,674, for a total insurances of \$620,564.00. Seconded by Representative Loder.

There are approximately ten (10) vehicles on the auto policy, including leased vehicles. Representative Chagnon asked about the addition of towing on the policy; this has been added. Representative Knowles asked about the decrease in health insurance. Executive Assistant Bower explained that the County is self-insured and depending on the amount of claims, the amount can increase or decrease over the estimate. These figures are based on the recommendation of the insurance carrier and the acceptance of a lesser insurance plan. Representative Wasson asked if the County has catastrophic coverage. Executive Assistant Bower replied that the County does have this coverage and explained the policy. There was discussion regarding the fluctuation in actual costs of the health insurance over the years. Representative Keans asked how many employees this insurance covers this year as compared to last year. Executive Assistant Bower said only five (5) less employees.

With no further discussion, the motion was accepted on a voice vote.

9350 - Contracted Social Service Agencies: Chairman McCann reviewed the recommendations of the Executive Committee for line items 9350.02 to 9350.14, Contracted Social Service Agencies, totalling \$259,402. Motion by Representative Wheeler to accept the recommendations of the Executive Committee, seconded by Representative Loder.

Representative A. Torr motioned to amend the motion by transferring the amount of \$5,000 from 9900.00, Contingency, to 9350.14, Victims, Inc. Seconded by Representative Knowles.

Representative McGrath went on record at the Executive Committee Meeting stating that he supported Victims, Inc. in the event there were extra monies available to fund them in some way. At the time of the Executive Committee meeting, he felt there was not money available; however, he does support this amendment to the motion.

Representative Rogers stated that she supports the amendment as well, but is concerned about the cost of the repair to the underground tanks at Riverside. Executive Assistant Bower replied that we are using the above-ground tanks until the ground thaws, when the County will do the digging; there is no way to calculate the cost of digging and/or repair until this time. Chairman McCann noted that there was \$135,000 in the Contingency for salary increases per the contract; with the figures given this morning for increases, there should be approximately \$11,500 remaining. Therefore, \$5,000 could be transferred to Contracted Social Service Agencies, without going over budget, and leaving about \$6,500 in Contingency to deal with the underground tank problem.

Representative Gilmore explained how the Subcommittee developed the funding recommendations for the Contracted Social Service Agencies works. If an agency receives money from the cities and towns, they cannot receive money from the County as well, unless there are extenuating circumstances. The agencies can request funds from Community Block Grant funding. Representative Lundborn supported the motion to appropriate money for Victims, Inc., and asked if it was appropriate to amend the motion by transferring money from Dover Adult Learning Center's line instead of the Contingency line.

Representative Wheeler supported the amendment to fund Victims, Inc. in the amount of \$5,000. She pointed out that the Commissioners' recommendation for Contracted Social Service Agencies this year was \$14,000 less than last year, in the amount of \$259,376. The Executive Committee approved line item appropriations in the amount of \$259,402, only \$26 more than the Commissioners' recommendation. She thinks it would be appropriate to have the transfer of funds made from the Contingency fund to the Victims, Inc. line.

Representative A. Torr asked about the staff of Victims, Inc. Representative Callaghan asked if Victims, Inc. has requested funds from the City of Rochester. Representative R. Torr asked about the Victims' Assistance Program which is in the County Attorney's budget and wondered if this is a duplication of services. Representative Wheeler noted that there is no duplication of services. Representative Hambrick explained that the County Attorney's Victims' Assistance office deals with victims of domestic violence and rape victims; Victim's, Inc. deals with all other victims, as well as offering a new program which trains volunteers.

Representative Chagnon motioned to move the question, seconded by Representative Hilliard, and passed on a voice vote. A roll call vote on the motion to transfer \$5,000 from Contingency to 9350, Victims, Inc. showed the following results:

YEAS: G. Brown, Chagnon, Dunlap, Gilmore, Hemon, Hilliard, Knowles, Loder, Lundborn, McCann, McGrath, Merrill, Nehring, A. Pelletier, Rogers, Snyder, Spear, A. Torr, F. Torr, Wasson, Wheeler (21 of 31).

NAYS: J. Brown, Callaghan, Douglass, Keans, McKinley, Pageotte, M. Pelletier, Sullivan, R. Torr, and Vincent (10).

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Representatives Hambrick and Hashem took Rule #16. The motion passed 21 to 10.

Representative J. Brown asked that should the County fund Dover Adult Learning Center, will this open the County to funding other agencies or cities and towns for schooling. Chairman McCann explained that the Subcommittee checked into this matter very carefully and does not believe funding DALC will bind the County. Representative Gilmore explained the funding process for DALC in more detail, stating that the funding is for adult education.

Representative F. Torr asked why the expenditures at year's end for A Safe Place and Southeastern New Hampshire Services were below the amount allocated. Executive Assistant Bower explained that these were unaudited figures and that SENH has received the amount appropriated; he was unsure about A Safe Place. There was further discussion.

Representative Keans motioned to amend the motion by reducing the Dover Adult Learning Center to zero from \$20,000. The motion was seconded by Representative Lundborn.

Representative Keans spoke to her motion, stating the City of Rochester has an adult learning program which is run by the School Department, funded out of the School budget and the balance is offset by fees. Although she cannot speak for the other cities and towns and Strafford County, she feels it is unfair to subsidize a program in another city. She noted that she believes DALC provides a good program and a good service. Representatives Lundborn, Wasson, McGrath, Keans, Chagnon, Gilmore, M. Pelletier, Rogers, Spear, and Pageotte spoke to the motion.

The motion to reduce Dover Adult Learning Center from \$20,000 to -0- was moved. A roll call on the motion showed the following:

YEAS: Callaghan, Dunlap, Keans, and Lundborn (4 of 33).

NAYS: G. Brown, J. Brown, Chagnon, Douglass, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Knowles, Loder, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, Wasson, and Wheeler (29).

The motion was defeated 29 to 4.

There was further discussion on the matter. Representative Gilmore explained the reduction in the recommendation for Strafford Guidance over last years' funding amount. He also noted the one-time \$14,000 recommendation for a vehicle for Community Action.

Representative Hilliard motioned to move the question to accept line items 9350, Contracted Social Service Agencies, seconded by Representative Chagnon, and approved by a voice vote.

The original motion to accept the Executive Committee's recommendation for Contracted Social Service Agencies, of \$259,402, as amended in the amount of \$5,000 for Victims, Inc., through a transfer from the Contingency fund, for a total of \$264,402 was repeated by the Chairman. There was an explanation that this transfer to Victims, Inc. would fund them for a total of \$5,001, as there was already \$1 in the account. The motion passed on a voice vote.

9370 - County Convention: Motion by Representative McGrath to accept line item 9370.00, County Convention, in the amount of \$4,000. Seconded by Representative A. Pelletier. The motion passed on a voice vote.

9900 - Contingency: Motion by Representative Hilliard to accept line item 9900.00, Contingency, in the amount of \$135,000, seconded by Representative Wasson. This is a reduction of \$5,000 from \$140,000. There was some discussion on whether the transfer of monies for salary increases was to be made at this time. Executive Assistant Bower responded that the actual amounts have not yet been determined; this transfer can be made by the Executive Committee at its First Quarter Budget Review.

Representative F. Torr motioned to reduce the amount in Contingency to \$128,422. Seconded by Representative Keans. Representative F. Torr explained that this would appropriate the amount of \$123,422 for the wage settlement, plus leaving a balance of \$5,000 in Contingency. This would reduce this line by \$6,578.00.

Representative Keans asked about the cost of the repairs to the underground fuel tank; this cost is not known. Executive Assistant Bower explained the problem—he believes there is a broken suction line between the two oil tanks and the Rest Home; until the ground is broken, we will not be sure of the exact problem. The County does not wish to dig until the ground is thawed to reduce the costs as we could do the digging ourselves. The State has given permission to utilize the above-ground tanks until the spring thaw. The tanks will be emptied shortly into the existing tanks, as space is available. This is not a major leak, as there is still a lot of oil in the tanks. There was further clarification and discussion of the motion.

Executive Assistant Bower stated that the motions to be presented to the Executive Committee for transfers to salary lines will include each department's salary lines, the Social Security lines, the Workers' Compensation lines, and the Retirement lines, about forty (40) lines altogether. There was discussion on the cost of removing the Sheriff's gas tanks several years ago, and the grant from the State. Representative F. Torr noted that there may still be grant monies available from the State to reimburse the County for work on the "B" building tanks. There was further discussion.

Motion to move the question, seconded and accepted. A voice vote on the motion to reduce the Contingency to \$128,422 was inconclusive; therefore, the Chairman asked those in favor and then opposed, to show hands. Based on this, the motion was defeated.

The original motion to accept the Executive Committee's recommendation of \$135,000, as amended, was passed on a voice vote.

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9902 - J&A Capital Expenditures: Motion by Representative Wasson to approve the Executive Committee's recommendation for 9902.00, Capital Expenditures-J&A in the amount of \$89,621, an increase of \$7,000 over the Commissioners' Recommendation, seconded by Representative J. Brown. The motion passed on a voice vote.

5100 - 9902.02 Riverside Rest Home: Motion by Representative Gilmore to approve the Executive Committee's recommendation for Riverside Rest Home in the amount of \$9,132,480, an increase of \$18,000 over the Commissioners' Proposed Budget, seconded by Representative Merrill. The change made by the Executive Committee was on the recommendation of the Commissioners, line item 9902.02, Capital Expenditures, for the purchase of a generator for "B" Building, with an offsetting increase to revenues. With no further discussion, the motion was approved on a voice vote.

4100.02 - County Treasurer: Representative R. Torr motioned to increase the salary of the County Treasurer, line item 4100.02, by \$500, from \$5,000 to \$5,500. Seconded by Representative Wheeler. Chairman McCann noted that it was his understanding from the Commissioners and the Treasurer, that part-time elected officials were not seeking an increase and that they wanted their compensation to stay at the current level. The motion passed on a voice vote.

Total Expenditures: Motion by Representative Loder, seconded by Representative Callaghan to accept a total budget of \$20,312,350.00 and accepted on a roll call vote, as follows:

YEAS: G. Brown, J. Brown, Chagnon, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, Wasson, and Wheeler (25 of 33).

NAYS: Callaghan, Douglass, Hilliard, Keans, Lundborn, F. Torr, R. Torr, and Vincent (8).

The motion passed 25 to 8.

Total Revenues and Surplus: Motion by Representative Chagnon to accept total Revenues of \$10,583,656, with a Surplus of \$380,000, for a total of \$10,963,656, seconded by Representative Spear. Representative Knowles asked how the surplus is arrived at. This figure is determined by the auditor. A roll call on the motion showed the following:

YEAS: G. Brown, J. Brown, Callaghan, Chagnon, Douglass, Dunlap, Gilmore, Hambrick, Hashem, Hemon, Hilliard, Keans, Knowles, Loder, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, F. Torr, R. Torr, Vincent, Wasson, and Wheeler (32).

NAYS: None.

The motion passed unanimously, 32 to 0; Representative Lundborn was excused.

Amount to be Raised by Taxation: Motion by Representative Wheeler, seconded by Representative G. Brown to adopt the amount to be raised by taxation of \$9,348,694.

YEAS: G. Brown, J. Brown, Chagnon, Gilmore, Hambrick, Hashem, Hemon, Knowles, Loder, McCann, McGrath, McKinley, Merrill, Nehring, Pageotte, A. Pelletier, M. Pelletier, Rogers, Snyder, Spear, Sullivan, A. Torr, Wasson, and Wheeler (24 of 32).

NAYS: Callaghan, Douglass, Dunlap, Hilliard, Keans, F. Torr, R. Torr, and Vincent (8).

The motion carried 24 to 8, Representative Lundborn was excused. The budget was approved.

Chairman McCann thanked everyone for coming and asked if there was any further business to be discussed. There was some discussion on the legislation sponsored by Representative Hilliard to have a study for the regionalization of fire services in the County. County Commissioner Dumont explained that the Commissioners had looked into this matter in 1990 and the cost of such a study was approximately \$13,000 to \$14,000. They did not feel it appropriate to expend this amount of money for such a study; however, they support the legislation to perform such a study should the State decide to fund it. Motion by Representative Keans to send the Delegation copies of the minutes of the meetings which took place regarding this issue; seconded and approved.

Commissioner Maglaras updated the Delegation on the process of setting up a task force on regionalization of services with the cities and towns. A letter has been sent to the cities and towns asking for input and interest in serving on a committee and subcommittees to be set up to study regionalization. The Commissioners have received several positive responses. He noted that the Chambers of Commerce also wish to participate in the task force. There was further discussion after the meeting was adjourned on this issue.

With no further discussion, Representative McGrath motioned to adjourn the meeting at 1:20 p.m. The motion was seconded by Representative Hashem and passed unanimously on a voice vote.

Respectfully submitted,
Gregory McGrath, Clerk
Strafford County Delegation

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STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF MAY 20, 1994

The meeting of the Strafford County Delegation's Executive Committee to review the 1994 First Quarter Budget report was called to order at 9:00 a.m. by Chairman William McCann. Chairman McCann asked for a moment of silence for Jacqueline Kennedy Onassis, who passed away the previous evening. The Executive Committee was then led by Representative Pageotte in the pledge to the flag.

The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Frank Callaghan, Patricia Hambrick, William Kincaid, William Knowles, Raymond Lundborn, William McCann, Jr., Greg McGrath, Donald Pageotte, Rose Marie Rogers, Henry Sullivan, Franklin Torr, Francis Vincent, and Katherine Wheeler (13 of 15).

EXCUSED: Ronald Chagnon and Janet Wall (2)

Also present were Commissioner George Maglaras, County Treasurer Charles Crocco, County Attorney Lincoln Soldati, Executive Assistant Raymond Bower, Secretary Jean Miccolo, Earle Goodwin, and Linnea Anderson, Fosters Daily Democrat.

The first order of business was to hear the recommendation of the County Treasurer for borrowing in anticipation of taxes for the period July to December of 1994. County Treasurer Charles Crocco read the attached letter addressed to Chairman McCann recommending that the Executive Committee authorize the Commissioners to go to bid in for tax anticipation notes in an amount up to \$4,300,000 to cover the County's expenses for July through December of 1994, when taxes will be paid.

Representative Callaghan motioned to authorize the Commissioners to borrow up to \$4,300,000 in anticipation of taxes, the motion was seconded by Representative Sullivan and was accepted unanimously on a roll call vote, as follows:

YEAS: Callaghan, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Rogers, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).

NAYS: None.

The next item of business was the matter of moving monies from the Contingency Fund to the appropriate salary lines to pay salary increases and other line items associated with salaries, i.e., social security, retirement, and workers compensation.

Representative Knowles motioned to accept the attached list of motions (made a part of these minutes) and transfer a total of \$119,026 from the Contingency Fund to

the appropriate line items. The motion was seconded by Representative Callaghan. Executive Assistant Bower explained that the amount to be transferred was slightly less than originally anticipated and that a revised 1994 Approved Budget will be forwarded to the Executive Committee with the minutes of the meeting.

Representative Vincent asked if the transfer of employees from Group I Retirement to Group II included eligible employees in the Sheriff's Department. Executive Assistant Bower responded that these employees have been a part of Group II for a long time.

With no further discussion, the motion was accepted unanimously on a roll call vote, as follows:

YEAS: Callaghan, Hambrick, Kincaid, Knowles, Lundborn, McCann, McGrath, Pageotte, Rogers, Sullivan, F. Torr, Vincent, and Wheeler (13 of 13).

NAYS: None.

The third item of business was the review of the First Quarter Budget Report. Chairman McCann asked Executive Assistant Bower to give an overview of the report. Executive Assistant stated that expenditures were right on target to date, but revenues were low due to the reduction in Federal inmates being boarded at the House of Corrections, Riverside Rest Home (RRH), and the Deeds Office's incomes are on line. He noted that it will probably not be a wonderful year for income, but the County will be pursuing any avenues to increase revenues. We have made offers to the State to board their inmates to help relieve the overcrowding on that level. This is still being reviewed, and with the efforts of Representatives Hambrick and Knowles and Mark Corrigan Associates, a private consulting firm performing a study of the State Prison system we are hoping for a positive result.

Chairman McCann then asked if there were any specific questions regarding the overall budget.

Representative Hambrick asked what happens when line items go overbudget. Executive Assistant Bower replied that nothing is usually done to transfer money from one line item to another in a specific department, and the Delegation has never required that money be transferred from one account to another account. It is made up for in the bottom line.

Representative Callaghan asked why the Jail Industries Program accounts have \$1.00 appropriated and more than this amount is expended. Executive Assistant Bower explained that the JIP lines are offset by income lines, which are also only budgeted at \$1.00. It is nearly impossible to anticipate the amount of work to be received through these programs, which are contracts with area businesses for inmates to perform work, so the auditor recommended that the amount of \$1.00 be appropriated on both the expense and income sides of the budget.

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Representative Torr asked about the overexpenditures in the County Attorney's budget. Chairman McCann stated that the County Attorney has requested to speak to the Executive Committee and will be here when he is finished in trial.

Representative Knowles asked why the Audit lines in Accounts 4100.21 and 5100.21 were so high, \$8,000 and \$11,000, respectively, totalling \$19,000. Executive Assistant responded that the auditor comes in several times during the year to review expenses and income, as well as performing the entire audit at the end of the year. The auditor also prepares the Cost Report for the Rest Home, which is necessary to meet Medicaid requirements. Some of this work is performed by County employees. They also audit the 5% Grant Program for the Human Service Department, as well as all other grants received by the County and all other accounts within the County, i.e., the Deeds Account, Riverside Rest Home Patient Trust accounts, the County Attorney's accounts, the Sheriff's accounts, the Jail accounts. Representative Knowles asked if the audit is put out to bid. Executive Assistant Bower replied that the County has not done so in the past several years as the current auditor has agreed to not increase the cost of the audit. The Commissioners will be looking into going out to bid for the 1995 budget year, as they have already begun work with the current auditor, David Connors and Company, for 1994. Representative Knowles asked if the Treasurer is involved in the audit work. Treasurer Crocco replied that he does work closely with the auditor.

Representative Callaghan asked about the Unemployment lines, as they are all almost expended for the year. Executive Assistant Bower explained that these lines are front-loaded, meaning they are paid in the beginning of the year. The County pays unemployment on the first \$7,000 of each employee's earnings. He added that due to the County's low unemployment rates and that we use a private company for unemployment, the County's rates are lower than the average employer pays. The County almost always received a refund on these monies at the end of the year.

Representative Torr asked if the change in administrators at Southeastern New Hampshire Services (SENH) would require the County to perform an audit. Executive Assistant replied that he believes SENH is performing an internal audit or review. A business manager has been hired and an interim director is working with the organization. The rental payments due the County, although not caught up, are more caught up than ever in the past. We continue to work with SENH to get them paid. Currently, we offer an exchange of checks. The amount allocated for SENH (\$1,000 per month) and the amount paid family weekend programs at Jail Industries are held and checks are exchanged to bring SENH up to date. Currently, they owe for all of 1994 and December of 1993, \$10,066 through the end of the first quarter.

Representative Knowles asked if the electricity line would be reduced during the summer months even with the usage of the air conditioning. Executive Assistant Bower replied that the electric line usually are reduced during the summer months, and even out by the end of the year. He noted that with the installation of the generator in Building B at RRH, they will looking into using the generator as a co-generator with the electric, which will save money on electricity. If it works well for RRH, we will try using the generator at the Jail in this manner as well.

Representative Knowles asked why the Education and Rehabilitation of Inmates (line 6100.18) expense line in the Department of Corrections budget was so low. Executive Assistant Bower replied that expenses have been incurred in this line, and they will appear in the Second Quarter budget.

Chairman McCann asked about the status of the oil tanks that had to be removed. Executive Assistant Bower reported that the tanks have been removed and it was discovered that the tanks were not leaking, it was a leak in a "T" shaped joint in the pipes that caused the seepage. The State has been contacted and we awaiting their decision on what to do. The County would like to put in above-ground tanks to avoid this problem in the future. So far, \$5,914 has been expended. The State may reimburse the County for some of the expenses involved in the removal of the oil from the ground. The soil removed from the area will be treated according to the State's requirements. At the Second Quarter Budget meeting, we should have a better idea of the exact cost. However, it does not appear that it will be as much as originally anticipated.

Chairman McCann reported that the status of the Executive Committee's letter to the Attorney General's office last summer regarding the Maine and New Hampshire border. Apparently, it was never received and he sent them another copy.

There was some discussion on receiving a report from the County's representative on the Pease Development Authority. It was suggested that we invite the Director of the PDA to attend the meeting as well.

Chairman McCann reported that at the present time, the Medicaid reimbursement to the counties is in the works. An exact amount is not known at this time; however, the County still anticipates returning the appropriate amounts to the cities and towns, despite some concern by Dover that this was not the case. Until the exact amount of the refund is known, and when the State sets the tax apportionment rates for the cities and towns, the County cannot release any further information regarding the amount each city and town will receive. If anyone has concerns regarding this matter, they can call the Commissioners' Office and Mr. Bower will be happy to explain. No one has contacted the Commissioners' Office to inquire about the refund. Chairman McCann also noted that the Delegation will have to meet to approve the expenditure of these funds, once they are received. Mr. Goodwin noted that it was his belief that some Dover officials were inquiring about the amount so that it could be incorporated into the City's budget.

County Attorney Lincoln Soldati asked to speak to the Executive Committee. He apologized for several misunderstandings regarding his budget during the budgetary process and also for being unable to attend the Delegation meetings regarding the budget. In his explanations to the Criminal Justice Subcommittee, he had noted that \$2,000 was being saved in the Drug Prosecutor line by hiring a replacement in-house at a lower salary than the person who left; also the person hired to replace that employee's vacated position was hired at a lesser salary than the attorney being promoted to Drug Prosecutor. Apparently, the Subcommittee misunderstood that the salaries presented to them had taken this into consideration, and cut \$2,000 from his

request for Assistant Attorney's salaries. Therefore, in order to pay the attorneys the amount they should receive, he will over-expend this line in his budget.

County Attorney Soldati also apologized for a misconception regarding the Chief Investigator's salary. The Delegation had approved hiring a Chief Investigator in 1993 for \$14,000 for six months. After going through a lengthy review process, which included the Police Chiefs in the County, a qualified applicant was hired. He noted that none of the applicants could have been hired for \$28,000 a year. The person was hired at \$34,000; as he is retired, the County will save on benefits. He noted that he only expended the \$14,000 approved in the 1993 budget by waiting to hire the individual. His original request for the position was \$36,000.

After review of his budget, the Subcommittee recommended a \$2,000 reduction in this line, from \$34,000 to \$32,000. The Delegation further reduced the line to \$30,000. County Attorney Soldati stated that this person was hired at \$34,000 and it would be difficult to reduce the employee's salary at this time. The County Attorney again apologized for this misunderstanding. He believes the law states that Elected Officials can set the salaries of employees; the Delegation's responsibility is for setting the salaries of Elected Officials. He exercised very careful and deliberate care when hiring for this position and believes he was not recalcitrant in his efforts. He feels he was in no way acting in a manner which was contrary to the wishes of the Delegation. The position of Chief Investigator was approved and the expenditure of \$14,000 for that position for 1993 was realized.

The County Attorney reiterated that the salary of the individual was set at \$34,000 when they were hired; this is the current salary of this individual. By reducing this to \$30,000 in March when the final Budget was approved for 1994, the Chief Investigator's salary will be cut even further in order to make up the difference already paid at the \$34,000 rate. Mr. Soldati stated that it was unfair to penalize an employee for his error. He also noted that the employee is exemplary and has probably saved the County money already.

County Attorney requested that the amount of \$4,000 be transferred from the Contingency account to the Chief Investigator line and \$2,000 be transferred to the Assistant Attorney's line, or that some other alternative of handling this matter be developed. He stated that if approved, the Chief Investigator's salary will remain the same for the 1995 year.

He also wished to respond to some comments about his fiscal responsibility. Mr. Soldati admitted that he does make mistakes, but he is very responsible with his budget. There are some line items which he has no control over, such as Prosecution Costs. Several years ago, he voluntarily reduced the size of his staff as the case load was less; he believes he exercised fiduciary responsibility in saving the County money.

Representative Rogers asked how a salary could be negotiated for an employee when no monies had been appropriated in the budget. Attorney Soldati responded that he can expend monies from his budget at his discretion as long as he does not over-expend the bottom line.

Representative Hambrick stated that there was an error made by the Subcommittee in its recommendation to reduce the salary of the Assistant Attorneys.

Representative Knowles praised the County Attorney's Office. He asked how the work of the Chief Investigator was performed before this position was created. Attorney Soldati responded that a State Trooper was requested to be attached to Strafford County, as per the law. This request was denied and other alternatives were looked into. The creation of this position was the best solution.

Representative Torr asked about the overexpenditures in line items 4110.17, Education/Conference/Training, and 4110.70, Travel. Attorney Soldati responded that training is a requirement for attorneys and the costs increased this year, after acceptance of the budget. This was not anticipated. Representative Torr then recommended that monies not be transferred from the Contingency Fund to increase the Chief Investigator and Assistant Attorneys line; he suggested that the County Attorney find the additional amount within his budget.

Representative McGrath motioned to transfer \$4,000 from the Contingency Fund, \$2,000 to be transferred to the Chief Investigator line, 4110.065 and \$2,000 to be transferred to the Assistant Attorneys line, 4110.02. The motion was seconded by Representative Rogers. Representative McGrath stated that when the Delegation approved this position, the impression was that the salary would be set at \$28,000 for one year. He has no problem with the person or the position and knows that the County Attorney's office does an excellent. However, when the Delegation acts in favor of a request and then it turns out that the amount of the salary has been negotiated at a higher rate, it does not look good to future Delegations when requests of similar nature come up. Although he realizes the Delegation does not set salaries, it would be appreciated if it would be discussed with the Delegation.

Representative Wheeler noted that she supports the motion; that the Delegation sets the bottom line of the budgets and it is within the County Attorney's right to change allocations in line items as necessary.

Representative McGrath noted that the reason he motioned to transfer only \$2,000 for the Chief Investigator was that there is only \$4,000 available in the Contingency Fund after the other transfers have been made and with the anticipated cost of the oil tank removal.

Representative Vincent inquired about the line items which were overspent.

County Attorney Soldati apologized to Representative McGrath and the Executive Committee for the position this matter put them in and the misunderstanding surrounding the salaries. In the future a better process of communication will be developed to ensure that this does not occur again.

Representative Rogers, Callaghan, Lundborn, Torr spoke to the motion. Commissioner Maglaras noted that the actual amount that will remain in the Contingency Fund after the transfers to the other salary lines is \$15,974, not \$4,000. It was stated that the County Attorney's discussion of this situation early on shows

good intentions on his part; the Delegation will not have to be called back later in the year to appropriate or transfer more monies.

Representative Hambrick motioned to amend the original motion to state that \$6,000 be transferred from the Contingency Fund to the County Attorney's budget, \$4,000 to line item 4110.065, Chief Investigator, and \$2,000 to 4110.02, Assistant Attorneys. The motion was seconded by Representative Wheeler.

Representative Torr asked if the reduction in the amount left if the Contingency Fund would cause problems should an emergency arise. Executive Assistant Bower responded that the cost of the oil tank cleanup and replacement will be less than anticipated but probably will be in excess of the remaining amount in Contingency.

The motion was called and a roll call was taken on the motion to move \$6,000 from the Contingency Fund, 9900.00, to the County Attorney's Budget. The motion passed 7 to 5, as follows:

YEAS: Hambrick, Kincaid, Lundborn, McCann, McGrath, Rogers, and Wheeler (7 of 12).

NAYS: Callaghan, Knowles, Sullivan, Torr, and Vincent.

EXCUSED: Pageotte.

A roll call was taken on the original motion, as amended, to move \$6,000 from the Contingency Fund, 9900.00, to the County Attorney's Budget. The motion passed 7 to 5, as follows:

YEAS: Hambrick, Kincaid, Lundborn, McCann, McGrath, Rogers, and Wheeler (7 of 12).

NAYS: Callaghan, Knowles, Sullivan, Torr, and Vincent.

EXCUSED: Pageotte.

Representative Torr asked whether the County had heard from the City of Dover regarding payment of the tie-in fees for the sewer line. Executive Assistant Bower responded that nothing further has been heard from Dover on this matter.

With no further questions, the Executive Committee accepted the 1994 First Quarter Budget Report as presented.

Representative Callaghan moved that the meeting be adjourned. Seconded by Representative Vincent and accepted unanimously. With no further business, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,
Gregory McGrath, Clerk
Strafford County Executive Committee

STRAFFORD COUNTY DELEGATION
EXECUTIVE COMMITTEE
MINUTES OF MEETING OF AUGUST 26, 1994

The meeting of the Strafford County Delegation's Executive Committee to review the Commissioners' request to distribute "disproportionate share pool funds" (Medicaid Funds) to the Cities and Towns of Strafford County; review the Commissioners' request for support to use County land for soccer fields; review the request of Strafford County Community Action Program (SCCAP) to use excess funds for a trip to Russia; review the request of Superior Court Chief Justice for an armed Bailiff; and review and accept the Second Quarter 1994 Budget Report, was called to order at 9:07 a.m. by Chairman William McCann.

Chairman McCann asked for a moment of silence in memory of Commissioner Roland R. Roberge, who passed away August 7, 1994. The Executive Committee was then led by Representative Sullivan in the pledge to the flag. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Ronald Chagnon, Patricia Hambrick, William Kincaid, William Knowles, Raymond Lundborn, William McCann, Jr., Greg McGrath, Henry Sullivan, Franklin Torr, and Janet Wall (10 of 15).

EXCUSED: Frank Callaghan (1).

ABSENT: Donald Pageotte, Rose Marie Rogers, Francis Vincent, and Katherine Wheeler (4).

Also present were Commissioner George Maglaras, County Treasurer Charles Crocco, County Sheriff Richard Cavanaugh, Representative Deborah Merritt, Executive Assistant Raymond Bower, Secretary Jean Miccolo, and Alan Keays, Fosters Daily Democrat.

Chairman McCann then brought up the first order of business:

1. Commissioners' Request To Distribute "Disproportionate Share Pool Funds" (Medicaid Funds) To The Cities and Towns of Strafford County

Chairman McCann asked Commissioner Maglaras to speak on this issue. Commissioner Maglaras noted that a copy of the breakdown of the funds to be returned to the cities and towns was forwarded to the Executive Committee. These are the figures which have been set by the State Department of Revenue Administration. He stated that most of the other counties are using these funds to reduce their own budgets; however, it was the Governor's intention that the money be used to directly reduce taxes and the Strafford County Commissioners decided that returning the monies to the cities and towns was the best way for this to be accomplished. Part of this decision was also based on the fact that the County had an almost zero tax increase this year. Commissioner Maglaras asked for the approval and support of the Executive Committee for this request. Representative Lundborn

motioned to support the Commissioners' request to distribute the medicaid funds to the Cities and Towns of Strafford County and present this recommendation to the Full Delegation at the September 9, 1994 meeting. The motion was seconded by Representative Sullivan and was accepted unanimously on a roll call vote, as follows:

YEAS: Ronald Chagnon, Patricia Hambrick, William Kincaid, William Knowles, Raymond Lundborn, William McCann, Jr., Greg McGrath, Henry Sullivan, Franklin Torr, and Janet Wall (10 of 10).

Chairman McCann noted that this recommendation will be presented to the Full Delegation on September 9, 1994 at 9:30 a.m. After this meeting, the checks will be distributed to the Cities and Towns. There was some discussion on how the checks would be delivered. Commissioner Maglaras stated that in as many cases as possible, they will be hand-delivered with the notation on how the Governor wishes the money to be expended. He also invited the legislators to meet with their town/city selectmen/councilors to expound on the Governor and the Commissioners wishes. Representative Chagnon suggested that the cities and towns be notified of when the checks would be delivered. It was noted by Chairman McCann that a roll call vote was taken in order to show that the Executive Committee fully supports the refund and the use of the monies for reducing taxes.

2. Commissioners' Request for Support To Use County Land for Soccer Fields

Chairman McCann asked Commissioner Maglaras to report on this matter. Commissioner Maglaras reported that the Commissioners were approached by the Dover Youth Soccer Association to utilize an unused portion of County for use as soccer fields. After having the land surveyed, the DYSA has suggested building two (2) regulation size fields, and one slightly smaller field. No bleachers are planned as the natural lay of the land will provide seating on the hillside. Specifications and a tentative agreement should be ready for the review by the full Delegation. No County funds will be expended in the building and maintenance of the fields and they will be available to all cities and towns in the County. This venture is in conjunction with the nature trail that is being built through the Cooperative Extension. The Commissioners are very excited that the land will be used for recreational purposes that will benefit residents, young and old, of all communities in the County.

Representative Chagnon asked who would be coordinating the use of the fields. Executive Assistant Bower noted that all work in conjunction with the fields will be done by the DYSA and that there will be no charge for sporadic use of the fields; if a city or towns wishes to use them on a regular basis, there will be a fee, which will be specified. This fee will be a pro-rated amount based on expenditures.

Representative Torr asked where the fields would be located. They will be built behind the humane society, in fields that currently lie fallow. He then asked about the ten (10) year plan for use of County land that had been drawn up on the late 1970's. Commissioner Maglaras responded that this plan included uses for recreational purposes. If, in the future, the DYSA decides that it no longer wishes to use the land, it will go back into farmland or the Commissioners will try to utilize the fields in a similar manner. Representative Torr asked if the agreement will be available for

review at the Full Delegation meeting. Commissioner Maglaras stated that the memorandum of agreement should be available for review in draft form at that time. Executive Assistant Bower reiterated that this is an Agreement, not a lease, for use of the County land for recreational purposes.

Representative Chagnon asked about access to the fields and parking. Executive Assistant Bower responded that existing parking lots will be used, as there is adequate parking available. There is an access road already available to the area for service vehicles, etc. No other roadway, road upgrades, or parking areas will be necessary.

Representative Chagnon asked if the Commissioners felt this use would cause a disturbance for the residents of the Rest Home. Executive Assistant Bower responded that many of the residents would probably enjoy the watching the activities. The fields are far enough away from the Rest Home that there will be no disturbance to the residents.

Representative Knowles asked what age groups would be able to utilize the fields. This would be school age children and younger. There was some discussion on the size of the fields. He then asked that since soccer was such a popular game, was there a possibility of expansion in the future. Executive Assistant Bower responded that currently the rest of the lands are leased to area farmers and further utilization of the fields would require a balancing of the needs of the farmers and the needs for recreation. The current land leases expire in 1996. This will be decision of future Commissioners and Delegations.

Representative Torr motioned to approve the recommendation of the Commissioners to use the land behind the humane society for use as soccer fields by DYSA. The motion was seconded by Representative Wall and was accepted unanimously.

3. Request of Strafford Community Action Program (SCCAP) To Use Excess Funds For Trip to Russia

Chairman McCann reviewed the request of SCCAP to use the funds left over from the purchase of a weatherization truck towards an educational trip to Russia for the Executive Director. Mr. Hayes was one of a small number of CAP Directors to be invited to Russia to help them set up community action programs. The amount budgeted for the truck was \$14,000; the actual amount expended after going through the County's bidding process, was \$12,067; the balance left over was \$1,933. This amount would help to subsidize the trip as there is no other governmental support of the trip.

Executive Director Hayes reviewed what the trip would entail to the Committee (attached letter). He believes this trip will be mutually beneficial for both countries, as he will be participating many workshops and training seminars. Mr. Hayes will report back to the Delegation on this trip.

Representative Lundborn motioned to approved the use of the \$1,993 left over from the purchase of the truck for this trip. The motion was seconded by Representative Hambrick.

Representative Chagnon asked where the balance of the money for the trip would come from. Mr. Hayes stated that several employees have donated vacation time and money to assist him.

Representative Knowles congratulated Mr. Hayes on being chosen; however, he asked what the County could expect in return for this expenditure of County funds. Mr. Hayes stated that he hopes to bring back education and knowledge on different techniques used to assist disadvantaged people.

Representative Torr also congratulated Mr. Hayes on doing a fine job and being selected to go to Russia; however, he did not feel this was an appropriate expenditure of County funds.

Executive Assistant Bower noted that the Commissioners are very proud of the SCCAP and Mr. Hayes and supported the expenditure of the money saved from the truck. It was an honor that Strafford County was invited and could be represented in this venture. They believe that in consideration the small amount the County funds CAP and the amount to be expended by the County for this trip, the return will be well worth the investment.

Representative Wall asked if there were other national meetings that could be attended locally to gather similar information in lieu of going abroad. Mr. Hayes advised that SCCAP employees go to seminars as funding allows.

Representative McGrath agreed with Representative Torr. He believes there are other areas or other agencies in need of assistance where the money could be better spent.

Chairman McCann noted that he has heard only good things about SCCAP and believes Mr. Hayes is doing an excellent job. By being one of only a few invited to attend this summit is a compliment to Strafford County and the SCCAP program. He thinks it will be money well spent, as we may be able to learn of new and innovative ideas, from the Russians, or from our counter-parts. He urged the Executive Committee to support this use of the funds.

Representative Merritt asked to speak. She reviewed what the intentions of the Subcommittee were. They specifically approved the \$14,000 for the purchase of a truck for the weatherization program for CAP. This money will not be re-allocated in next year's budget for the same purpose. They reduced some of the other agencies funding this year in order to come up with the funds for the truck this year.

Representative Wall stated that she was concerned about setting a precedent to expending monies to go abroad for educational purposes, as well as how the taxpayers money are being expended. She was also aware that the money was to be expended

on the purchase of a truck for CAP and that funds were cut in other areas in order to accomplish this request for this year.

Chairman McCann noted that he does not believe this sets a precedent; other requests of similar nature will have to stand on their own merit.

The motion was called. A roll call on the motion showed the following:

YEAS: Patricia Hambrick, William Kincaid, Raymond Lundborn, William McCann, Jr., Henry Sullivan, and Janet Wall (with reservations) (6 of 10).

NAYS: Ronald Chagnon, William Knowles, Greg McGrath, and Franklin Torr (4).

The motion passed, 6 to 4.

4. Request of Superior Court Chief Justice For Armed Bailiff

Commissioner Maglaras reported that the Commissioners and the Sheriff have met with Superior Court officials regarding their request for an armed bailiff. This is the only Courthouse in the State that does not have an armed bailiff. The Sheriff believes an armed bailiff should be a deputy sheriff, as they are certified and trained in the use of firearms. The starting salary of a deputy is approximately \$106.56 per day, including benefits. This is \$56.56 more than the State reimburses the County (currently reimbursement rate is \$50 per day). The Commissioners would like to approve this expenditure this year and add it to next year's budget. If not approved this year, money will be requested in next year's budget for the expense. Executive Assistant Bower noted that beginning next July, the State will be reimbursing the Counties an additional amount for benefits, so the actual cost of the armed bailiff and other bailiffs will decrease for the County. The Sheriff noted that he believes it is vitally important this position be filled by a certified police officer. This is also part of the Courts efforts to have all courthouses secured adequately.

Commissioner Maglaras noted that although the Commissioners could appropriate these funds this year, they wanted to get the expenditure approved by the Executive Committee first.

There was some discussion regarding the number of occasions where an armed bailiff would be required. The Sheriff explained that the number of weapons being taken from people is increasing and the likelihood of an incident occurring increases as well. Having an armed bailiff standing by will act as a preventative measure.

Representative Wall asked about the frequency of the Sheriff's office being called to the Courthouse to assist in an incident. The Sheriff responded that it could be as little as once a month to as often as two or three times in one week. The response time is a major concern and one of the reasons an armed bailiff at the facility 40 hours a week is necessary.

Representative Lundborn asked about the reimbursement rate. The additional amount to be reimbursed next July was passed this year. The \$50 reimbursement is set by statute.

Representative Chagnon asked how many courts have armed bailiffs. The Sheriff responded that the eleven other courthouses in the State have them. Strafford County is the only one that does not. The actual cost of the armed bailiff for one year, with the reimbursement from the State, would be approximately \$14,705 (this is \$27,705 per year, [\$19,988.80 plus benefits] less \$13,000 reimbursement from the State). This cost will be even less next July, when the State begins paying for the benefits.

Representative McGrath discussed the accessibility to the Courts, both Superior and Probate. The Sheriff explained that Probate Court is accessible by anyone, with no security screening. Superior Court is accessible via the elevator only. People entering Superior Court's area have to pass through a metal detector monitored by unarmed bailiffs. It was noted that anyone could go up the back stairwell or elevator and gain access to the Court with a minimum of effort.

Executive Assistant Bower explained that although no major incidents have occurred, with everyone giving up their weapons, the possibility exists. In response to a questions by Representative Wall, he responded that the bailiffs do not receive retirement benefits, as they are part-time; a full-time bailiff would be entitled to retirement. This will be part of the State's reimbursement to the County for benefit expenses.

Chairman McCann felt there was more of a possibility of an incident occurring in Probate Court on the first floor.

This position will be a deputy sheriff and the requirements would be rotated among the deputy sheriffs in order to keep the person in the position alert and active. The person most qualified for the position of deputy sheriff will be hired, regardless of age. This position will be in Group II retirement.

There was further discussion regarding the number of incidents and the possibility of entering the Courts through another entry. The request of the Chief Justice was for an armed bailiff; the logistics of following through on this request have been left up the County.

Representative Torr noted that he believes this would be premature and also that the wrong area in need of security is being targeted. The entire building should have better security and until a plan is drawn up for this, it would be a waste to go ahead with these plans just for Superior Court.

Executive Assistant Bower noted that the security of the building is the Commissioners' decision; the Executive Committee is being asked to approve the appropriation for the expense of an armed bailiff.

Chairman McCann noted that he would like to have the employees of the entire building feel safe and that there are many other areas in need of better security.

Representative Torr said that he supports the idea of an armed bailiff; however, he does not believe a deputy sheriff is necessary to fill the position at this time. He believes the Commissioners should take the time to develop a master plan for the security of the building and that an armed bailiff should be downstairs at the front doors.

Representative Kincaid asked about the protection provided now for judges. They have a panic button that rings into Dover Police Department and Dispatch.

Motion by Representative McGrath that the Executive Committee support the concept of hiring an armed bailiff for the Strafford County Courthouse; in the future this will be part of a comprehensive security plan. Seconded by Representative Knowles. Representative Torr asked for definition of the motion. Representative McGrath explained that the Commissioners can do this anyway at this time and absorb the cost in the budget; next year the Commissioners will have to ask for an appropriation for the position. The motion is to support the concept, not to fund the position. Representative Lundborn stated that he is appreciative that the Commissioners reviewed this matter with the Delegation before going ahead and hiring for the position. Representative McGrath requested more final figures from the Commissioners on the cost of this position for the November meeting.

With no further discussion, the motion passed unanimously.

5. Review and Accept Second Quarter 1994 Budget Report

Chairman McCann opened the meeting up to questions regarding the Second Quarter Budget report. Representative Hambrick asked why the amount of \$34,375 appeared in the County Attorney's Criminal Investigator line when the Delegation had specifically approved \$34,000. Executive Assistant Bower explained that when the salary increases for each line were figured, this line was included. The increase of \$375 was the amount all other positions received for an increase. The Delegation's wishes for this salary were \$34,000 will be honored, no more will be expended from this line. There will be a balance of \$375 at year end in this line.

Representative Torr asked if the matter of the Chief Investigator was to be discussed at the Full Delegation, as per the request of one of the Delegates. Chairman McCann will look into this further.

Representative Torr asked about the Director of Maintenance's leave of absence. The Director was not paid for this time taken due to health reasons; the overage in the Maintenance Crew line was for coverage for the Director's absence.

There was a question regarding the expenditure in line 4110.17, County Attorney, Training. It was the belief of the Delegation that the Chief Investigator was already fully trained. If this is the case, why was this line over due to the training received by the Chief Investigator. Executive Assistant Bower responded that he will present this request for further explanation to the County Attorney and send his response to the Executive Committee as soon as possible.

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Representative Torr motioned to accept the Second Quarter Budget Report. The motion was seconded by Representative Kincaid and accepted unanimously on a voice vote.

Chairman McCann reminded the Executive Committee that a meeting of the Full Delegation will be held Tuesday, August 30, 1994 at 7:00 p.m. to meet with the PDA representative. The Full Delegation will meet again on Friday, September 9, 1994 at 9:30 a.m. to approve the expenditure of the Medicaid monies to the cities and towns. Representative Lundborn asked about inviting representatives of the cities and towns to the meeting. It was suggested that the County Attorney be present at the September 9th meeting.

Representative Sullivan moved that the meeting be adjourned. Seconded by Representative Kincaid and accepted unanimously. With no further business, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,
Gregory McGrath, Clerk
Strafford County Executive Committee

STRAFFORD COUNTY DELEGATION MINUTES OF MEETING OF SEPTEMBER 9, 1994

The meeting of the Strafford County Delegation to review and approve the Executive Committee's and the Commissioners' request for support to use County land for soccer fields and to review and approve the Executive Committee's and the Commissioners' request to distribute "disproportionate share pool funds" (Medicaid Funds) to the Cities and Towns of Strafford County, was called to order at 9:35 a.m. by Chairman William McCann.

Chairman McCann asked Representative George Brown to lead the Delegation in the pledge to the flag. He then asked for a moment of silence in memory of Commissioner Roland R. Roberge, who passed away August 7, 1994. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: George Brown, Julie Brown, Ronald Chagnon, Clyde Douglass, Patricia Dunlap, Gary Gilmore, Patricia Hambrick, Elaine Hashem, Roland Hemon, Sandra Keans, William Knowles, Suzanne Loder, Raymond Lundborn, William McCann, Jr., Greg McGrath, Amanda Merrill, George Musler, William Nehring, Donald Pageotte, Arthur Pelletier, Rose Marie Rogers, Barbara Spear, Henry Sullivan, Franklin Torr, Ralph Torr, Francis Vincent, and Richard Wasson (28 of 37).

EXCUSED: Frank Callaghan, Dana Hilliard, William Kincaid, Marsha Pelletier, Ann Torr, Janet Wall, and Katherine Wheeler (7).

ABSENT: Robert McKinley and Clair Snyder (2).

Also present were Commissioners George Maglaras and Paul Dumont, County Treasurer Charles Crocco, Executive Assistant Raymond Bower, Secretary Jean Miccolo, Alan Keays, Fosters Daily Democrat, and several members of the public.

1. The first order of business was discussion of the request to use County land for soccer fields. Commissioner Maglaras was requested to speak on this subject. Commissioner Maglaras reviewed the situation for the Delegation, stating that several years ago the Commissioners had been approached by a local soccer association requesting the use of part of the County land for soccer fields. Recently, the Dover Soccer Association (DSA) approached the Commissioners with more defined plans and the Commissioners began negotiations with the DSA on an agreement for use of County land for recreational purposes. Commissioner Maglaras noted that as per the R.S.A.'s, the Commissioners must have the consent of the County Delegation to use County property for recreational purposes.

Commissioner Maglaras then reviewed the area where the soccer fields are proposed to be built, which is behind the Humane Society. There would be two regulation size soccer fields and one smaller field. The area would be leveled and seeded this fall, for use in the spring. He noted that the natural lay of the land provides a hillside suitable for spectators to sit comfortably. Approximately 450 children are enrolled in the soccer association's programs. The DSA is a non-profit organization; any funds earned are used to improve and maintain fields.

Representative R. Torr asked whether the area involved any wetlands. The response was no; the wetlands are further down towards the Cochecho River. Commissioner Maglaras noted that absolutely no County funds will be expended on this project. The only efforts by the County have been in time spent meeting with the DSA and surveyors by Administrative personnel and the Commissioners.

Representative F. Torr asked what the reference to Parcel G in the Agreement was. Executive Assistant Bower responded that the County property leased to the farmers was broken up into Parcels A through F; Parcel G is currently unused land which the Commissioners have designated for use as soccer fields. He then asked about the financial liability of the County in regards to accidents or incidents occurring on the soccer fields. Executive Assistant Bower responded that the Agreement states that insurance must be provided by the DSA, as well as a statement which indemnifies and holds the County harmless. He explained that current leases with County tenants were examined closely and several clauses were used in this Agreement.

Representative Chagnon asked if there was an escape clause. Executive Assistant Bower that if the Agreement is breached, it becomes null and void. Should the County need more land for other purposes, there are areas adjacent to this piece of property that can be utilized. Representative Chagnon then asked about the fee that would be charged to others using the fields. Executive Assistant Bower explained that any fees would be used to offset the costs of building and maintaining the fields and these fees would be only charged to those cities/town wishing to use the fields on a regular basis. Currently, there are six (6) communities participating in the DSA. Other

communities wishing to use the fields would call and make arrangements directly with the DSA. There will be no administrative or financial support by the County.

Representative Pelletier asked about the parking area. Executive Assistant Bower explained that as practices and games would be during non-peak employee hours, in the evenings and on Saturday, so they do not foresee a problem with parking adjacent to the Jail, at Riverside Rest Home, and if necessary, at the Courthouse. He felt there would be more than adequate parking available.

Representative Keans asked if the soccer was for adults or children. The response was that this is a youth league. She suggested that the County adopt a policy for the future on the use of County property in the event that other communities or organizations express an interest in utilizing County land for soccer or other sports. Commissioner Dumont responded that the Commissioners are not concerned about this possibility as the County has a lot of land and he would not have a problem with utilizing more property in this manner for other sports, if feasible. At the present time, most of the open acreage is leased to two farmers who keep the property in use by haying or planting. However, the lease runs out in 1997, and should other organizations be interested in using the property in similar recreational ways, he believes the Commissioners would try to balance the needs of all and use the property in the most beneficial manner to the most concerned. The County does not earn much from the leasing of the land, approximately \$2,400 per year. Representative Keans noted that she believes having a policy in place now would alleviate any possible future problems from developing. She then asked about access to the soccer fields. Currently, there is an access road utilized by the farmers and a few others to get to the lower fields; there is no need for upgrade of this road at this time.

Chairman McCann stated that the State statute regulating County land states that with the approval of the Delegation, the Commissioners may use the land for recreational purposes. The manner and policies involved in this use are at the discretion of the Commissioners. Representative Keans reiterated that she felt it would be a good idea to have a policy in place for use of the land before this matter goes any further.

Commissioner Maglaras noted that the reason for the ten (10) year Agreement, was to allow the DSA to recoup any expenditures it makes building the fields. Anything less would not be fair should a future Board of Commissioners decide not to renew the Agreement. During the initial talks, the DSA had considered a twenty (20) year Agreement to be fair; however, the Commissioners did not want to bind the County for that long a period of time.

Representative Vincent stated that he felt there would be a problem with parking. Executive Assistant Bower responded that currently the league limits the number of youths involved; the theory behind the additional fields at the County is to enable them to open the league to more children.

There was some discussion regarding the security for the fields, rest rooms, and trash removal. Executive Assistant Bower stated that he and the Commissioners felt

very comfortable with the discussions held with the DSA and that these matters would all be worked out. Dover has never had a problem with security.

Representative Wasson asked about taxes. Executive Assistant Bower responded that he has researched this matter and found that although the County does pay a small amount of taxes on a very small parcel of County land, State statutes regulate the taxation of governmental property. Governmental property being used for a government purpose is not taxable by another governmental entity. Commissioner Maglaras stated that this activity is exempt from taxation. Representative Wasson noted that there is a section of the statutes that states that the County must go out to bid to lease land. Executive Assistant Bower noted that the County is not leasing this land; it is entering into an Agreement to use the land. Representative Wasson then asked about a provision to terminate the Agreement with proper notice by either party. This is covered in the contract under the provision that should the DSA default on the lease, it can be terminated. There is no provision that either party can terminate the agreement at will.

Representative Merritt asked if a certain amount of liability insurance is necessary. Executive Assistant Bower responded that the proposed agreement will be sent to the County's insurance agent for review and recommendation of the adequate amount of coverage.

Representative J. Brown asked which communities are currently part of the DSA. Executive Assistant Bower responded that to the best of his knowledge they included the following: Dover, Madbury, Rollinsford, Barrington, Lee, and Durham, with some children from Somersworth.

Representative R. Torr noted that he thinks there will be a problem with the parking. Soccer is a very popular sport. Commissioner Maglaras noted that there are to be only two regulation fields; there are currently 300 or more parking spaces that would be available at the times there are in use. The logistics of the Agreement will be worked out; however, it is felt by the Commissioners to be a feasible and worthy project. If more recreational activity is requested at the County Complex, it is something that will have to be looked at in the future and worked out at that time.

Representative F. Torr stated that the Agreement is for a ten (10) year period, with the option of renewing for five (5) years at that time and every five (5) years thereafter. He is concerned that the Delegation has no future opportunity to review the Agreement again. Executive Assistant Bower noted that by State statute, each year the Delegation re-approves all leases and agreements when it reviews and approves the budget. The Revenues, Capital Expenditures and Special Projects Subcommittee is responsible for recommending the acceptance of receipts of revenues for leased office space and land; as part of this recommendation, they approve all leases and agreements with the County has entered into.

Representative F. Torr suggested that an addition be made to the Agreement, including approval of the Delegation for each renewal of the Agreement.

Representative Lundborn stated that he felt the proposal was an excellent idea for all concerned. He was concerned that the program will be so successful that the DSA will soon be requesting lights to be installed for night games. Executive Assistant Bower stated that the Commissioners are recommending and requesting that the Delegation approve the use of the land for recreational purposes; the specifics of how the Agreement to use the land works is negotiated by the Commissioners. He noted that the Commissioners will not lose sight of the goals and functions of the County--first and foremost to take care of the residents at Riverside and the inmates at the House of Correction. They will not do anything that will infringe upon the rights of the people whose care has been entrusted to the County.

Representative Rogers asked about future plans for parking lots or more fields. Executive Assistant Bower responded that the Commissioners cannot plan for everything that may happen in the future; they are working on this to the best of their abilities with the current information. We have to work on matters as they arise.

Representative Musler requested an explanation of procedure--whether the discussion on this matter should be held after a motion is made. Chairman McCann read the recommended motion for the Delegation. Representative J. Brown motioned to authorize the Dover Soccer Association, Inc. (DSA) to use a portion of County property consistent with diagram marked Proposed Soccer Complex at Strafford County Land Prepared for Dover Soccer Association, dated September 7, 1994 (Parcel G) and the attached Agreement (herein made a part of the minutes) between the Strafford County Commissioners and the DSA for recreational purposes. The motion was seconded by Representative Merrill.

Representative Keans noted that she felt parking would be a problem and asked if there were provisions for a permanent structure for storage of equipment. Executive Assistant responded that we are currently looking into the availability of space in the 4-H barn; no request for a permanent structure has been made. He also noted that port-o-lets will be available.

Representative Chagnon asked about bleachers. The response was that nothing can be built without the prior permission of the Commissioners. There is nothing that prevents other communities from participating.

Representative Nehring noted that the proposed Agreement could be dissolved by future Boards of Commissioners; he recommended that a provision be added that the matter would come before the Delegation. Executive Assistant Bower responded that the Delegation's authority, under existing State statute, is whether or not to authorize the Commissioners' request to use the land for recreational purposes.

Representative Pageotte suggested that the matter be sent for a County referendum. He noted that if in the future an industry wished to use County land and take advantage of existing facilities, a precedent would be set. Chairman McCann noted that the County is not selling, or leasing County land; it is allowing it to be used for recreational purposes, as per State statute.

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Chairman McCann reminded that the Delegation of its role in this matter. He noted that he felt the Delegation was crossing the line in this role into the Commissioners' administrative responsibilities by questioning how the agreement will be worked out. This is the Commissioners responsibility. The Delegation's responsibility is the appropriation of monies; how those monies are spent is up to the Commissioners. In this case, the responsibility of the Delegation is to approve the use of County land for recreational purposes; what and how those purposes are achieved is the Commissioners' responsibility.

Representative Chagnon moved the question; seconded by Representative Lundborn. Motion to move the question failed on a voice vote.

Representative F. Torr requested that Item 2 of the proposed Agreement be amended to read: "The term of this Agreement shall commence on October 1, 1994 for a ten (10) year period. At the expiration of that ten year period, the Agreement shall be renewable for five (5) year periods with the written consent of both parties, and approval of the Delegation." (Italicized wording recommended to added).

Chairman McCann noted that once the Delegation has approved the use of the land for recreational purposes, the logistics and further amendments of the Agreement are at the discretion of the Commissioners.

Representative McGrath stated that he supports the concept of the Agreement; it is before the Delegation for informational purposes only; once the Agreement is in place, it is up to the Commissioners to enforce it. He noted that it is not the Delegation's place to micromanage at the County. He noted that should changes in the current project be requested, the Delegation will have ample opportunity to exercise its oversight responsibilities.

Commissioner Maglaras reiterated that the DSA had originally requested a twenty (20) year agreement in order to recoup expenditures involved in the current project. However, the Commissioners felt that a ten (10) year agreement, with the five (5) year renewal option was more feasible. He stated that there needs to be a sense of trust that the people in office at that time will do the responsible thing. Chairman McCann stated that the Delegation needs to approve the concept or not approve the concept, of the soccer fields.

Representative R. Torr stated that he hopes the matter is looked into very closely before the Agreement is signed. Commissioner Maglaras noted that the matter has been discussed at length, and the Commissioners feel comfortable that any foreseeable or unforeseen problems can be worked out. Commissioner Dumont affirmed that should any problems develop that were unsolvable or should the DSA default in any manner on the Agreement, the project would be shut down.

Chairman McCann referred to Section 8 of the Agreement, which states: "Breach by the DSA of any of the conditions and covenants set forth above, shall be considered a material breach of the Agreement and shall be grounds for rescission of said Agreement."

Representative Spear asked about the legality of the Agreement. Representative Hashem noted that County land is the citizens' land and should be used for a productive purpose. Representative Merrill stated that there is a shortage of soccer fields in the County. She feels soccer is a good and productive way to have the kids spend their time. The level of activity at the County will be consistent with the number of fields available; with only three fields, she does not foresee such a major increase in traffic as to cause a parking problem. Also, no other soccer fields have lights; she does not foresee there being any requests for them in the near future.

Representative Musler suggested that members of the Delegation who had problems or questions with the logistics of the Agreement speak with the Commissioners after the meeting. He then moved the question. Seconded by Representative Lundborn. The motion was re-stated by Chairman McCann. Representative F. Torr asked about the amendment the motion. Chairman McCann stated that this amendment was made to the Agreement and therefore, was not approved. The motion was accepted on a voice vote.

There was some discussion regarding the call for a roll call vote; Chairman McCann offered to provide a roll call vote, however, no one spoke in favor of this.

Representative Wasson challenged Chairman McCann's authority to deny the amendment to the motion made by Representative F. Torr. Chairman McCann noted that it was not an amendment to the motion; it was an amendment to the Agreement made by the Commissioners.

Representative Spear asked if the Commissioners would listen to any proposals; the Commissioners agreed to this request.

2. The next order of business was the request of the Commissioners to use bond proceeds to purchase a nurses call station/system for the Riverside Rest Home nursing units. Chairman McCann asked Commissioner Maglaras to explain this request. Commissioner Maglaras stated that the County had originally received bids for a portion of the nurses call station/system, which was to be replaced over a five (5) year period. The current system is 12 to 15 years old and different modes on every unit have broken down. After looking further into the five (5) year replacement plan, the Commissioners recommend that in the best interests of the residents and staff, that the system be replaced all at once. Doing so over five years, systems installed on one unit this year may be out-of-date or the ability to connect them to future system might not be available in one or more years. Executive Assistant Bower noted that currently one Unit is unable to communicate back and forth with residents; on another unit, staff must watch for the residents light outside their room to come on as there is no audible activation.

Chairman McCann read the recommended motion for the Delegation. Representative Lundborn motioned to use Bond proceed funds totalling \$73,112 to purchase a Nurses Call Station/System for Riverside Rest Home (RRH). Consistent with this purchase the new bottom line of the RRH budget is \$9,321,667, with the new total County expenditures becoming \$20,385,462, and a new total for revenues of

\$10,656,768, with the amount to be raised by taxation remaining at \$9,348,694. The motion was seconded by Representative Loder.

It was noted that \$11,000 was budgeted for a portion of this project for this year, with \$11,000 to be budgeted each year for five (5) years until the project was completed. This totals \$55,000 for the entire project over five years. However, after receiving bids on the project, it was found that the anticipated expense was underbudgeted. Simplex sent the lowest bid for the Nurses Call System part of the project. Executive Assistant Bower noted that the funds to be used to purchase the station/system are left from the bond on the sewer project. According to the auditor, these funds can only be expended towards payment of the principal on the bond or other related projects, with a similar life expectancy, such as this. The County saved a considerable amount of money on the sewer project and has been able to utilize the excess bond monies to make bond payments on the loan and a few other related projects. This expenditure will deplete the monies remaining from the bond. There will be no change in the amount to be raised by taxation.

The motion passed unanimously on a roll call vote, as follows:

YEAS: George Brown, Julie Brown, Ronald Chagnon, Clyde Douglass, Patricia Dunlap, Gary Gilmore, Patricia Hambrick, Elaine Hashem, Roland Hemon, Sandra Keans, William Knowles, Suzanne Loder, Raymond Lundborn, William McCann, Jr., Greg McGrath, Amanda Merrill, George Musler, William Nehring, Donald Pageotte, Arthur Pelletier, Rose Marie Rogers, Barbara Spear, Henry Sullivan, Franklin Torr, Ralph Torr, Francis Vincent, and Richard Wasson (28 of 28).

NAYS: None

3. The third item was the Commissioners' request to receive and distribute "Disproportionate Share Pool Funds" (Medicaid Funds) to the Cities and Towns of Strafford County.

Representative Hashem motioned to authorize the Strafford County Commissioners to receive \$1,742,988 in revenues through the receipt of Disproportionate Share Fund monies and to pay the State of New Hampshire \$871,494 in funds. The difference of \$871,494 is to be expended to the Cities and Towns of Strafford County in the following manner:

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ESTIMATED MEDICAID REIMBURSEMENT
FOR CITIES AND TOWNS
(BASED ON 1994 DEPARTMENT OF REVENUE ADMINISTRATION
APPORTIONMENTS)

| <u>CITY/TOWN</u> | <u>1994 TAX PROPORTION</u> | <u>MEDICAID REIMBURSEMENT</u> |
|------------------|--------------------------------|-----------------------------------|
| Barrington | 7.1794730% | \$ 62,569.00 |
| Dover | 25.9148720% | 225,847.00 |
| Durham | 8.7653095% | 76,389.00 |
| Farmington | 4.0214134% | 35,046.00 |
| Lee | 4.0070207% | 34,921.00 |
| Madbury | 1.6502260% | 14,382.00 |
| Middleton | 1.4348763% | 12,505.00 |
| Milton | 3.9002232% | 33,990.00 |
| New Durham | 3.9124189% | 34,096.00 |
| Rochester | 22.6020273% | 196,975.00 |
| Rollinsford | 2.7215224% | 23,718.00 |
| Somersworth | 9.6812756% | 84,372.00 |
| Strafford | <u>4.2093417%</u> | <u>36,684.00</u> |
| Totals | 100.0000000% | 871,494.00 |

This motion shall increase the bottom line for expenditures of the Strafford County budget, As Amended May 20, 1994, by \$1,742,988, to a new total of \$22,128,450 and increase the total revenues by \$1,742,988 to \$12,399,756, and leaving the amount to be raised by taxation at \$9,348,694. The motion was seconded by Representative F. Torr.

Chairman McCann read a memorandum he received from the Commissioners regarding this matter.

Representative Keans asked about the Commissioners request to have the cities and towns use the money for tax relief. The response was that this was a suggestion; the Commissioners have no authority to tell the cities and towns what to do with this money. Executive Assistant Bower stated that it was with the consent of the Legislators that this money was returned to the Counties; as far as he knows, Strafford County is the only County to return these funds to the cities and towns. Governor Merrill requested that these funds be used for tax relief.

Representative McGrath stated that the money is being returned to the cities and towns and the citizens of the cities and towns can make note of how this money is expended. Representative Chagnon commended the Commissioners for returning this money to the cities and towns.

Representative Wasson asked about the difference in amounts given in the chart which was listed in the newspaper in February and the list received by the Delegation today. Executive Assistant Bower explained that the amounts in February were based

on 1993 tax proportions; the amounts given today are 1994 tax proportions set by the Department of Revenue Administration.

Representative Hemon asked Commissioner Maglaras to expound on the explanation of the Medicaid funds. Commissioner Maglaras stated that the County spends much more on residents than is paid by Medicaid; due to a change in the funding formula, the amount of reimbursement by Medicaid increased, thereby, effecting the refund. As the County believes the taxpayer bore the burden of the additional taxes to begin with, they deserve the refund.

The motion passed on a roll call vote, as follows:

YEAS: George Brown, Julie Brown, Ronald Chagnon, Clyde Douglass, Patricia Dunlap, Gary Gilmore, Patricia Hambrick, Elaine Hashem, Roland Hemon, Sandra Keans, William Knowles, Suzanne Loder, Raymond Lundborn, William McCann, Jr., Greg McGrath, Amanda Merrill, George Musler, William Nehring, Donald Pageotte, Arthur Pelletier, Rose Marie Rogers, Barbara Spear, Henry Sullivan, Franklin Torr, Ralph Torr, Francis Vincent, and Richard Wasson (28 of 28).

NAYS: None

Executive Assistant Bower suggested that if anyone has questions as to the breakdown for the apportionment of taxes, they call the Department of Revenue Administration.

Commissioner Maglaras noted that the Commissioners have a meeting after this meeting to sign the checks to be returned to the cities and towns.

Representative Keans suggested that in the future, any proposed motions be mailed to the Delegation before the meeting in order to reduce the number of questions raised at meetings.

4. Other Business: Representative J. Brown stated that during the Subcommittee and Delegations meetings to review the 1994 budget, many hours were spent discussing and debating the County Attorney's Office Chief Investigator's salary line. She believed the matter had been resolved at the final Delegation meeting, when the salary was set at \$30,000. Since that time, the Executive Committee met in August and increased this line to \$34,000. She inquired as to what emergency or vital information had been received to have the Executive Committee reverse the decision of the Full Delegation and increase this salary line after so much work.

Chairman McCann responded that during a regularly scheduled meeting of the Executive Committee, information was brought forward by the County Attorney regarding this line item. County Attorney Soldati had explained that the position of the Chief Investigator was receiving the salary of \$34,000 in January of 1994, which was the rate he was hired at in 1993. At the time the budget was approved in late March, this person had been paid at this rate since January. If his salary were reduced

for the entire year, the person would have to take a leave of absence, or take a severe cut in salary in order to repay the County for monies earned at the higher rate for three to four months. Due to this explanation and other errors that had been made in estimating the County Attorney's budget, the Executive Committee made the decision to change this budget. Chairman McCann noted that the Executive Committee has the right to make changes in the budget without the approval of the full Delegation. He also stated that at this time, the Chief Investigator's line item will not be expended as the person filling the position has resigned. At this time, this is a moot issue. There was some further discussion on this matter.

Representative F. Torr asked about the expenditure for training for the Chief Investigator. A memorandum was distributed explaining the reason for this expense. He asked if the employee was to reimburse the County for this training; the response was no, employees do not reimburse the County for training that is necessary to keep them up to date in their positions.

Representative Wasson commented that Representative J. Brown had sent a letter to the Commissioners requesting that the issue of the Chief Investigator's position be placed on the agenda for the Delegation meeting many months ago.

There was some discussion regarding the issue of the Delegation's authority and the County Attorney's authority over budgetary items for the County Attorney's office. Representative Knowles suggested that the Delegation stipulate the amount which the County Attorney will pay a new Chief Investigator, as the County Attorney has stated that he will abide by the wishes of the Executive Committee. Representative F. Torr stated that it is his belief that the County Attorney will do as he pleases.

Representative McGrath noted that it is the Delegation's authority to approve the bottom line budget figures for each department's total expenditures, total revenues, and the amount to be raised by taxation. It is within the Commissioners' authority to manage the amounts allocated within each budget, without going overbudget in the bottom line. When this occurs, the Delegation has to give its approval. He noted that he believes the County Attorney has the authority to do as he pleases within in budgeted bottom line. He does not agree with the fact that the County Attorney employed someone for the position of Chief Investigator at a rate different from that approved by the Delegation.

Representative Lundborn noted that he believes it is within the Delegation's authority to set salaries. Chairman McCann noted that the Delegation sets the salaries of the Elected Officials. The Commissioners request the approval of the Delegation on their recommendations for salaries and any necessary changes in salary lines necessary.

Commissioner Dumont stated that the elected officials cannot expend monies in an inappropriate manner; if the Commissioners believe this to be the case, they have the oversight responsibility for the elected officials within the County. Commissioner Maglaras noted that elected Officials have to stay within the bottom line of their budgets; they can utilize the appropriated amounts within individual line items in the

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manner they deem best, without the approval of the Commissioners or the Delegation. When the County Attorney approached the Executive Committee regarding the matter of the Chief Investigator's salary, he knew he was going to overexpend the bottom line of his budget and therefore, acted with fiduciary responsibility in a timely manner by reporting this situation to the Executive Committee, and requesting additional monies to fulfill his budgetary requirements. If the Executive Committee had not approved the transfer of the additional amount, the Commissioners would have been required to lay off positions within the County Attorney's office. There was some further discussion on this matter.

Chairman McCann wished to thank the Clerk of the Delegation, Representative McGrath, for performing the role of clerk in an excellent manner for the past two years. He noted that he will be missed on the Delegation, as Mr. McGrath is not seeking re-election. The Delegation agreed.

With no further business, Representative Sullivan moved that the meeting be adjourned. Seconded by Representative McGrath and accepted unanimously at 11:30 a.m.

Respectfully submitted,
Gregory McGrath, Clerk
Strafford County Executive Committee

STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MINUTES OF MEETING OF NOVEMBER 18, 1994

The meeting of the Strafford County Delegation's Executive Committee to conduct the following business was called to order at 9:02 a.m. by Chairman William McCann: Review the 1994 Third Quarter Budget Report; Approve Tax Anticipation Note Borrowing of Up to \$5,000,000 for January through June of 1995; and Any Other Business which may legally come up at that time.

Chairman McCann asked Representative Rogers to lead the Executive Committee in the pledge to the flag. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Frank Callaghan, Ronald Chagnon, Patricia Hambrick, William Knowles, Raymond Lundborn, William McCann, Jr., Greg McGrath, Donald Pageotte, Rose Marie Rogers, Henry Sullivan, Franklin Torr, Janet Wall, and Katherine Wells-Wheeler (13 of 15).

EXCUSED: William Kincaid (1).

ABSENT: Francis Vincent (1).

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Also present were Commissioner George Maglaras, Deputy County Treasurer Jean Miccolo, Executive Assistant Raymond Bower, Commissioner-Elect Earle Goodwin, Representative Richard Wasson, and Alan Keays, Fosters Daily Democrat.

Chairman McCann then brought up the first order of business:

Review and Approve the County's Third Quarter Budget Report

Chairman McCann asked Commissioner Maglaras to speak on this issue. Commissioner Maglaras noted that County is in good financial shape and the budget is on-line. He asked if any of the Representatives had any questions. Representative Pageotte asked about the change in the bottom line for Expenditures and Income. Executive Assistant Bower explained that this was the amount received and subsequently paid to the Cities and Towns in Medicaid Refund monies. The amount was \$1,742,988; half was returned to the State for their share and the balance was returned to the cities and towns to help offset property taxes. Representative Pageotte had been unable to attend the meeting where this matter was discussed.

Representative Chagnon asked about the Chief Investigator's line in the County Attorney's budget. Executive Assistant Bower explained that the Chief Investigator is no longer with the County; he terminated in early September. The amount in this line will probably remain unexpended (\$26,599.90) through the end of the year and the County Attorney does not anticipate hiring a replacement until early next year due to his heavy trial load. At this point, if someone were hired, the line would remain not totally expended. Representative Knowles asked about the amount of sick and vacation time earned and paid. Executive Assistant Bower responded that he does not have exact amounts at this time, but employees are paid for sick and vacation time that they have accumulated at their time of termination. This information will be provided for Representatives Chagnon and Knowles and any other interested parties.

Representative William Knowles asked if there was a reason why the Medical Examiner expenses were so high. The budgeted amount was \$16,000 and \$22,952.92 has been expended to date. Executive Assistant Bower explained that there is no way to determine the amount that will be expended from this line. It is for untimely and unattended deaths, which cannot be predicted. The Commissioners try to recommend an amount that is based on an average yearly number of deaths; some years the number is high, some years it is low. We have tried to keep the amount low by ordering autopsies only when necessary.

Representative Chagnon asked about the overall budget. Executive Assistant Bower responded that the County is in excellent shape and there will be a surplus to be used to reduce taxes for 1995. The Commissioners anticipate producing a no-tax-increase budget again for 1995. He noted that the expenditures look high due to the Medicaid monies, which artificially inflated this line. However, this expense was totally offset by the income.

Representative Knowles asked for further explanation on the Department of Corrections' New Equipment, which states that part of the expense was for 900 feet

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of shower curtain. Executive Assistant Bower explained that this was actually sheets of curtain used in the large showers; however, there is no 900 foot shower at the Jail. Representative Knowles also inquired about the amount of overtime expended at the Jail. Executive Assistant Bower responded that this was to cover employees' absences for maternity leave and disability. There is a minimum staffing program used at the Jail whereby instead of hiring additional employees to cover open shifts, current staff works the shifts with overtime, which is less costly in the long run. When the staff line and the overtime line are added together, they are within budget. Representative Chagnon noted that the Criminal Justice Subcommittee put an amount in the Overtime line, because in the past no money was allocated and it looked as though the staffing line was overbudget many times.

Representative Lundborn motioned to accept the Third Quarter Budget as presented. The motion was seconded by Representative Chagnon and was accepted unanimously on a voice vote.

Tax Anticipation Notes

Chairman McCann introduced Deputy Treasurer Miccolo. He noted that Treasurer Crocco was unable to attend the meeting. Ms. Miccolo read the letter from Treasurer Crocco recommending that an amount up to \$5,000,000 be borrowed in anticipation of taxes for the period January 1, 1995 through December 31, 1995. The letter is attached and made a part of these minutes. This recommendation was approved by the Strafford County Commissioners at their meeting of November 10, 1994. There was some discussion regarding when the County borrows monies and when it collects taxes. Representative Callaghan motioned to accept the recommendation of the Treasurer to borrow in anticipation in taxes up to \$5,000,000 for January 1, 1995 to December 31, 1995 for use in the first half of 1995. The motion was seconded by Representative Chagnon and was accepted on a roll call vote, as follows:

YEAS: Frank Callaghan, Ronald Chagnon, William Knowles, Raymond Lundborn, William McCann, Jr., Greg McGrath, Rose Marie Rogers, Henry Sullivan, Franklin Torr, Janet Wall, and Katherine Wells-Wheeler (11 of 13).

NAYS: Donald Pageotte (1).

EXCUSED: Patricia Hambrick (1).

Other Business

Chairman McCann thanked all the outgoing members of the Delegation, Representatives McGrath, Kincaid, Rogers and Pageotte, for their hard work and dedication. He noted that Clerk of the Delegation McGrath did an outstanding job and he greatly appreciated all his help.

State Representatives will be sworn into office on December 7; the County's Organizational Meeting has been scheduled for Wednesday, December 14, 1994 at 7:00 p.m. in the Probate Courtroom. Officers and members of the Executive

Committee will be chosen at this time. It was noted that an Orientation for new members (or other interested members) will be held shortly thereafter; the date will be announced.

Representative Sullivan moved that the meeting be adjourned. Seconded by Representative Callaghan and accepted unanimously. With no further business, the meeting was adjourned at 9:25 a.m.

Respectfully submitted,
Gregory McGrath, Clerk
Strafford County Executive Committee

**STRAFFORD COUNTY DELEGATION
MINUTES OF ORGANIZATIONAL MEETING OF
DECEMBER 14, 1994**

The Organizational Meeting of the Strafford County Delegation was called to order at 7:00 p.m. by Chairman William McCann. Chairman McCann asked Representative Julie Brown to lead the Delegation in the pledge to the flag. He then asked for a moment of silence in memory of Commissioner Roland R. Roberge, and Representative John O'Brien. The Chairman then asked for a motion to nominate a Temporary Clerk. Representative Sandra Keans nominated Executive Secretary Jean Miccolo to act as Temporary Clerk for the Delegation; the motion was seconded by Representative Julie Brown. With no further nominations, Representative Callaghan moved to close nominations; seconded and accepted unanimously. The Chairman asked for a voice vote on the nomination. The vote was unanimous to elect Ms. Miccolo as Temporary Clerk. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Roger Berube, George Brown, Julie Brown, Frank Callaghan, Ronald Chagnon, Marlene DeChane, Clyde Douglass, Anne Grassie, Patricia Hambrick, Roland Hemon, Dana Hilliard, Sandra Keans, William Knowles, Suzanne Loder, Raymond Lundborn, William McCann, Jr., Robert McKinley, Deborah Merritt, George Musler, William Nehring, Arthur Pelletier, Charles Reynolds, Claire Snyder, Barbara Spear, Fred Steadman, Henry Sullivan, Shane Tessimond, Ann Torr, Franklin Torr, Ralph Torr, Francis Vincent, Janet Wall, Richard Wasson, Katherine Wheeler, and Howard Williams (35 of 38).

EXCUSED: Amanda Merrill (1).

ABSENT: Patricia Dunlap and Mark Hanlon (2).

Also present were Commissioners George Maglaras and Paul Dumont, County Treasurer Charles Crocco, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, and guests.

The next order of business was to nominate and elect Temporary Chairman. Chairman McCann then opened the meeting for nominations for Temporary Chairman. Representative Wall nominated Representative McCann to act as Temporary Chairman. The nomination was seconded by Representative Hilliard and was accepted unanimously. Motion to close nominations for Temporary Chairman; seconded and accepted unanimously. Representative McCann was elected to serve as Temporary Chairman on a unanimous voice vote of the Delegation.

Temporary Chairman then called a brief recess so that the parties could caucus to select their nominations for Chairman, Vice Chairman, and Clerk. The meeting was called back to order at 7:15 p.m.

Representative G. Brown nominated Representative Chagnon to serve as the 1995-1996 Chairman of the Delegation. The nomination was seconded by Representative Berube. With no further nominations, Representative F. Torr motioned to close nominations for Chairman, seconded by Representative Lundborn and accepted unanimously. Representative Chagnon was elected Chairman of the Delegation on a unanimous voice vote.

Nominations for the 1995-1996 Vice Chairman were opened. Representative Hambrick nominated Representative Deborah Merritt to serve as 1995-1996 Vice Chairman. The nomination was seconded by Representative Snyder. With no further nominations, Representative Hilliard motioned to close nominations for Vice Chairman. Representative Merritt was elected Vice Chairman on a unanimous voice vote.

Nominations for 1995-1996 Clerk were opened. Representative J. Brown nominated Representative Raymond Lundborn to serve as Clerk for 1995-1996 term. The nomination was seconded by Representative Callaghan. Representative Knowles motioned to close nominations; the motion was seconded and accepted unanimously. Representative Lundborn was elected Clerk on a unanimous voice vote.

Representative McCann motioned to allow the Officers (Chairman, Vice Chairman, and Clerk) of the Delegation voting members of the Executive Committee. The motion was seconded by Representative Keans and approved unanimously on a voice vote.

Temporary Chairman McCann presented the gavel to Chairman Chagnon and thanked Vice Chairman Wheeler and Clerk Greg McGrath for their support and hard work over the last two years, believes the Delegation was very productive. He also stated his appreciation to the Executive Committee and the entire Delegation for their help and dedication for the last term. It was a pleasure and a privilege to work with everyone as Chairman. At this time, he officially turned the Chairmanship of the Delegation over the Representative Chagnon. Chairman Chagnon thanked everyone for their support and for having faith in him to perform the job of Chairman. He will try to be as fair as possible in serving the Delegation and do the work of the County and think of the people they represent in the County and their needs.

Representative McCann motioned to allow the County Commissioners to pay those County expenditures statutorily required to be paid until Delegation approval of the 1995 budget. The motion was seconded by Representative Wasson and was approved unanimously on a voice vote.

Chairman Chagnon called a brief recess to allow the three cities and the towns to caucus to select nominations for the Executive Committee. He noted that there are fifteen (15) members of the Executive Committee, filled by the Chairman, the Vice Chairman, the Clerk, three representatives from the City of Dover, three representatives from the City of Rochester, two representatives from the City of Somersworth, and four representatives from the towns.

The meeting reconvened to elect members of the Executive Committee. Chairman Chagnon read the selections for the Executive Committee for the record. The Representatives on the Executive Committee from the towns will be Representatives Wheeler, Hambrick, Sullivan, and Wall. From the city of Dover the Representatives will be Knowles, Hemon, and Reynolds. From the City of Rochester, the Representatives Keans, J. Brown, and Callaghan. From Somersworth, the Representatives will be Vincent and Berube.

Chairman Chagnon invited Commissioner Maglaras to speak to the Delegation. Commissioner Maglaras stated that on behalf of the Strafford County Commissioners, he welcomed the Delegation and thanked Representatives McCann, Wheeler, and McGrath for their hard work over the last two years. The Commissioners are looking forward to working with the new Chairman, Vice Chairman, and Clerk. The Commissioners have been working on the 1995 budget and he wanted to update the Delegation on the status of the budget at this time. Preliminary indications show that there will be no tax increase this year. The possible receipt of Medicaid monies has not been taken into account; this would be over and above the budgeted amount of income. The Commissioners are trying not to balance this budget on the backs of anyone, including employees or the social service agencies. If things go well, the process of passing the budget will be speeding up this year in hopes of getting an approved budget before the Legislature closes for the week so the Delegates do not have to spend their week off at the County. Commissioner Dumont added that if anyone needs any help, please stop by the office. Treasurer Crocco was introduced to the Delegation by Chairman Chagnon.

With no further business, Representative Lundborn moved that the meeting be adjourned. Seconded by Representative Callaghan and accepted unanimously at 7:40 p.m.

Respectfully submitted,
Raymond Lundborn, Clerk
Strafford County Executive Committee

DIRECTORY

ADMINISTRATION

Strafford County Justice & Administration Building

PO Box 799

Dover, New Hampshire 03820

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|--|----------|
| Commissioners Office | 742-1458 |
| Personnel & Finance Office | 742-1458 |
| Human Services Department | 742-1469 |
| Information & Referral | 742-8078 |
| Family/Child Intervention Program | 742-8078 |
| Registry of Deeds | 742-1741 |
| County Attorney | 749-2808 |
| Registry of Probate | 742-2550 |
| Superior Court | 742-3065 |
| UNH/Strafford County Cooperative Extension | 749-4445 |
| Regional Planning Commission | 742-2523 |
| Conservation District | 749-3037 |
| Community Action Program | 749-1334 |

**Strafford County Sheriff's Office
& Dispatch Center**

PO Box 1218

Dover, New Hampshire 03820 742-4960

**Strafford County House of Corrections/Jail
County Farm Crossroads**

Dover, New Hampshire 03820 742-3310

Strafford County Riverside Rest Home

30 County Farm Crossroads

Dover, New Hampshire 03820 742-1348

CITIES AND TOWNS

Barrington Town Office
Star Route
Barrington, NH 03825
664-9007

Dover City Hall
288 Central Avenue
Dover, NH 03820
742-3551

Durham Town Office
13-15 Newmarket Road
Durham, NH 03824
868-5571

Farmington Town Office
Farmington, NH 03835
755-2208

Lee Town Office
Seven Mast Road
Lee, NH 03824
659-5414

Madbury Town Office
13 Town Hall Road
Madbury, NH 03820
742-5131

Middleton Town Office
Union, NH 03887
473-2261

Milton Town Office
Main Street, Box 310
Milton, NH 03851
652-4501

New Durham Town Office
Main Street
New Durham, NH 03855
859-2091

Rochester City Hall
31 Wakefield Street
Rochester, NH 03867
332-1167

Rollinsford Town Office
PO Box 427
Rollinsford, NH 03869
742-2510

Somersworth City Hall
157 Main Street
Somersworth, NH 03878
692-4262

Strafford Town Office
Ctr. Strafford, NH 03815
664-2192

